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Town of Wayland

WARRANT

Reference Desk

With Finance Committee Report

1990 Annual Town Meeting

Thursday April 26, 1990 7:45 P.M.

Wayland High School Field House

Special Town Meeting

Wednesday May 2, 1990 8:30 P.M.

ANNUAL TOWN ELECTION

Tuesday April 24, 1990

WAYLAND PUBLIC LIBRARY
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WAYLAND, MA 01778

Precincts 1 and 4	Town Building Gymnasium
Precincts 2 and 3	Middle School

VOTING HOURS: 7:00 A.M. – 8:00 P.M.

ADJOURNED MEETINGS

It is anticipated that, if adjourned meetings are necessary to complete action on these Warrants, they will be held on the following dates, subject to Town Meeting approval:

April 30 – Monday

May 2 – Wednesday

May 3 – Thursday

and thereafter, as may be necessary, on Mondays, Wednesdays, and Thursdays as Town Meeting directs.

If you have any questions about the Articles, please attend the **Warrant Hearing Thursday, April 19, 1990**, at the Town Building. You may also call the Executive Secretary's office at 358-7701, Ext. 166 before Town Meeting time. **Hearing time – 8:00 P.M.**

ANNUAL AND SPECIAL

TOWN MEETING

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VOLUNTEER TO SERVE YOUR TOWN!

WAYLAND GOVERNMENT NEEDS YOU!

Throughout the year, new Town Committees and Boards are established and vacancies on existing Boards are created. Town government always needs new input and new ideas. Your background and expertise may be of great value to your community. Participation in your local government can be extremely satisfying. If you feel that you might be interested in serving on a Committee in Wayland, please complete the form below and return it to: Board of Selectmen, Town Building, 41 Cochituate Road, Wayland, MA 01778.

NAME:_____ TEL NO._____

ADDRESS:_____

OCCUPATION:_____

AREA OF EXPERTISE OR KNOWLEDGE:_____

EXPERIENCE IN GOV'T: (If any, not required)_____

INDICATE INTERESTS BELOW:

____Administration
____Board of Appeals
____Cable Television
____Conservation
____Data Processing
____Education
____Elderly
____Facilities
____Finance
____General
____Government
____Health
____Historical
____Housing
____Insurance
____Library
____Local Arts Council
____Parks & Recreation
____Personnel
____Planning
____Public Ceremonies
____Recycling
____Regional Cooperation
____Resource
____Resource Recovery/ Landfill
____Social Services
____Town Report
____Transportation
____Veterans
____Youth

Place
Stamp
Here

BOARD OF SELECTMEN
TOWN OF WAYLAND
41 Cochituate Road
Wayland, MA 01778

WARRANT FOR SPECIAL TOWN MEETING

COMMONWEALTH OF MASSACHUSETTS

Middlesex, ss. Town of Wayland

* * * WARRANT * * *

To any of the Constables of the Town of Wayland,
Greetings:

In the name of the Commonwealth of Massachusetts, you are hereby required to notify all residents of the Town of Wayland, who shall be qualified to vote in accord with the provisions of G. L. Chapter 51, Section 1, to meet in the Field House of the Wayland High School on

WEDNESDAY, MAY 2, 1990 AT 8:30PM

or as soon thereafter as the Article then under discussion in the Annual Meeting is disposed of, then and there to act on the following Articles:

ARTICLE 1. CHANGE REAL ESTATE TAX ASSESSMENT DATE

Proposed by: Board of Selectmen

To see if the Town will vote to accept the provisions of Section 40 of Chapter 653 of the Acts of 1989 permitting the Assessors to assess buildings and other things erected on or affixed to land between January 2 and June 30 as if they existed on January 1; or take any action relative thereto.

COMMENTS: This Article will provide an additional six months of tax base growth for purposes of the 1991 budget. This also reduces the waiting period for new properties to go onto the tax roles by six months.

RECOMMENDATION: The Finance Committee recommends approval of this Article.

QUANTUM OF VOTE: Majority - See Section 40 of Chapter 653 of the Acts of 1989.

ARTICLE 2. QUARTERLY TAX BILLING

Proposed by: Board of Selectmen

To see if the Town will vote to accept the provisions of Section 41 of Chapter 653 of the Acts of 1989 permitting the Town to issue real and personal property tax bills on a quarterly basis; or take any action relative thereto.

COMMENTS: Adoption of this Article would change tax billing dates from November 1 and May 1 to August 1, November 1, February 1, May 1. Providing money more rapidly would add interest income to the Town and, conceivably, defer some short-term borrowing.

ARGUMENTS IN FAVOR: Particularly in time of financial stress, the added income from interest and the savings of deferred borrowing would be of benefit to the Town.

RECOMMENDATION: The Finance Committee recommends approval of this Article.

QUANTUM OF VOTE: Majority - See Section 41 of Chapter 653 of the Acts of 1989.

FINANCE COMMITTEE REPORT

In 1989-90, the fiscal compact between the Commonwealth of Massachusetts and its cities and towns collapsed. With the New England economy in the second year of recession, growth of public revenues slowed. State government, unable to contain the resulting fiscal crisis and reduced to partisan squabbling over responsibility for faulty forecasts and excessive spending, reduced the level of aid to cities and towns, effectively transmitting its crisis to the local communities. Trapped with the rigid constraints of Proposition 2-1/2, Wayland and other towns have found few options, and very limited room for maneuver, to accommodate the pressure for contraction of resources and services.

The effect of these developments on Wayland's town government finances has been to make the fiscal system less predictable and less dependable, with no improvement in the flexibility of the system to make it more responsive to economic reality and to the needs of the town.

This report of the Finance Committee records how Wayland has searched for ways to preserve the character and quality of its town government in the second year of an accelerating fiscal crisis.

The events of Fiscal Year 1990. The budget adopted by the Annual Town Meeting in April 1989 (for Fiscal Year 1990, i.e., July 1, 1989 to June 30, 1990) was the seventh prepared under the regime of Proposition 2-1/2. But it was the first time that Town Meeting was unable to avoid sharp reductions in the scale and quality of services authorized by the budget. Immediately prior to Town Meeting, an Override to permit an increase in the tax levy had failed to gain ballot approval. As a result, the limits on Wayland's fiscal resources mandated cuts in the level of activities of both town and school departments.

In the months following Annual Town Meeting, concerned citizens sought means of restoring the cuts in the school department budget but this effort fell victim to the Governor's veto, early in the 1990 Fiscal Year, of part of the appropriation for state aid to cities and towns. Wayland's share of the reduction was some $447,000, resulting in an unanticipated revenue shortfall which unbalanced the budget adopted at the April Town Meeting. After initiating a program of expenditure constraints and conducting a vigorous exploration of options, the Selectmen authorized a special election with a single ballot question proposing a Proposition 2-1/2 Override to replace the lost state aid. This Override was approved by a sizeable majority in the special election during September, effectively bringing the budget into balance five months into the fiscal year.

For the final seven months of the 1990 Fiscal Year, Wayland has implemented the budget adopted at the 1989 Annual Town Meeting, with its reduced scale of services provided by both town and school departments. Throughout this period, also, the economic recession has continued and state government has

failed to devise a means of bringing its spending and its revenues into balance. Austerity, contraction of services, persisting fiscal constraints, and threats of further unanticipated shortfalls have characterized the period of budgetary planning for Fiscal Year 1991.

Through the months of consulting with Wayland's departments and boards concerning their budgets for 1991, the town's financial situation has been seen to deteriorate. In a variety of ways, the effects of the persisting recession and of the state fiscal crisis mount up:

- the collection of local receipts, predominantly automobile excises, has slowed down and forecasts of collections in 1991 continue to fall;

- the yields from higher instituted service fees have proved to be disappointing;

- the state government's fiscal planners project further cuts in state aid to cities and towns in fiscal year 1991; and

- as a consequence of these and other trends, there is a virtual disappearance of the "free cash" balance which is likely to be available to support the 1991 budget.

At the same time, the rise continues in the cost of providing public services, including the progressive increase in the wage and salary scales resulting from collective bargaining and other arrangements for wage determination. The wage/salary rate for Wayland town employees has been growing at an annual average rate in excess of five percent for a number of years. The impact of this growth rate on Wayland's budget can be judged by inspecting Table 1, below, where we show the wage and salary payments in the Fiscal Year 1990 budget. As may be seen, nearly two-thirds of all operating budget expenditures are direct payments for personnel. One of the consequences of the paring down of departmental budgets over the eight years of Proposition 2-1/2 is that all non-wage items have been compressed, postponed, or deleted - to the extent that more than three-quarters of all discretionary expenditures in Wayland's operating budget (i.e., the expenditures for school and town services) are represented by wages and salaries. Increases in wage rates have an almost proportionate impact on Wayland's budget, unless offset by a reduction in the number of town employees.

Finally, a non-event of Fiscal Year 1990 has a profound impact on Wayland's financial situation: the failure of the state legislature to propose reform in the rigid and unrealistic rules of Proposition 2-1/2, which might provide the flexibility needed for more effective management of Wayland's fiscal affairs. Although the crisis in local government finances is manifest and applies to cities and towns throughout the Commonwealth, and despite the appearance of many proposals for adjustment of Proposition 2-1/2 to bring its rates into accord with economic realities, there is little evidence at the close of Fiscal Year 1990 of the political courage to effect the needed reforms.

The ongoing economic recession, the unresolved state fiscal crisis, the effects of eight years of progressive constraints and austerity, and the failure to correct the rigidities and unrealistic rates of Proposition 2-1/2 - all have contributed to the decline in predictability and dependability of the fiscal system which governs the budgetary process in Wayland. The Fiscal Year 1991 budget prepared by the Finance Committee has a greater range of uncertainty associated with the estimates of available funds than we have encountered in previous years. The budgetary process is marked by an uncomfortable level of risk deriving from the reduced dependability of the revenue forecasts. This is a system that cries out for reform and for effective steps to return greater control of Wayland's fiscal affairs to its Town Meeting and town officials.

The 1991 budget process. By long established practice in Wayland, the preparation of an annual budget for consideration by Town Meeting is a process of eleven successive steps supervised by the Finance Committee. The process begins in the Fall with (1) the estimation of future funds available from the tax levy and other sources, and, (2) the preparation of estimates of the anticipated scale of uncontrollable cost increases (such as for debt service and insurance charges). (3) Estimates are also made of funds likely to be available for departmental budgets, and, (4) these estimates, together with an overview of the town's financial situation, is reviewed with all town boards, commissions and committees. In the late Fall, (5) the strategy for budgeting is reviewed with the Selectmen and senior town officials. On the basis of the agreed strategy, (6) guidelines are issued to departments together with an indication of the strategy to be followed in creating the budget. (7) From late Fall through February, the Finance Committee reviews the proposed budgets with each department, looking for excesses, ways to increase efficiency and places to combine efforts. (8) In early March, the departmental budgets are combined into a full Wayland town budget; if an Override is to be considered, two town budgets are prepared. (9) Capital requests are reviewed and assessed in terms of physical requirements, urgency and funding capacity; the approved capital spending requests are assigned a funding source. (10) The questions of Overrides and debt exemption proposals are reviewed with the Selectmen. (11) Finally - after a public presentation to solicit final suggestions and criticisms - the budget is sent to the printer for inclusion in the Town Meeting Warrant.

This was the process followed in preparing the Fiscal Year 1991 budget. However, the great uncertainty about revenue sources, including the prospects for future state aid, together with the clear evidence that there will be a shortfall of available revenues to meet the budgetary needs of town departments, made it advisable to extend and deepen the consultation with Selectmen and senior town officials (step 5, above) before issuance of departmental guidelines, and to invite public comments and suggestions at several stages of the process.

As a result of this early and intensive consultation concerning Wayland's fiscal strategy, a number of specific goals, applicable to Fiscal Year 1991, were identified. The Finance Committee has pursued these objectives throughout the process of preparing the budget.

These objectives included the identification and introduction, wherever possible, of sources of local receipts which will reduce our relative dependence on the property tax levy. Increases of fees to economic levels and introduction of fees for services provided have been explored with virtually all town departments. As may be seen in the attached Table III, excises, fees and fines, taken together, have been a rapidly growing proportion of our overall revenue sources in recent past years and are likely to continue to grow in the future.

A second objective has been to review the needs of each town department in light of the clear evidence that Wayland cannot, under present fiscal circumstances, mobilize the resources needed to maintain the full variety, scale and quality of public services which we have inherited from a less financially-constrained past. Cuts in the scale of services must be reflected in the budget submitted to Town Meeting. Therefore, the past practice cannot be continued of adapting to progressive fiscal constraints by an evenhanded reduction in funding for every department - an effort to retain relatively undiminished "level services" from all town departments. This year's consultation with the boards and commissions responsible for the various departments anticipated the concentration of resources in the highest priority service areas of town government. In view of the very high proportion of departmental operating budgets attributable to wage and salary payments (see Table 1.), the constrained level of spending in many cases will require cuts in personnel payments. Of course, the depth of these cuts and the degree of concentration of resources will be greater if Fiscal Year 1991 revenues do not include a Proposition 2-1/2 Override.

In view of the severity of the threatened cuts in town services, a third objective has been to prepare town officials and the citizens of Wayland to consider a Proposition 2-1/2 Override to secure the revenues needed in Fiscal Year 1991 for an orderly continuation of the services that this community requires from town government. The Override cannot insure the continuation of all services, even with intensive efforts to improve productivity and eliminate duplication of efforts, but it can significantly increase the orderly character of Wayland's adaptation to its growing fiscal constraints and loss of revenue dependability.

From the earliest stages of the budgetary process, therefore, the Finance Committee issued two guidelines to each town department (one for the scale of spending consistent with no Override, and a second which contemplated supplementary revenues deriving from adoption of an Override proposition).

Throughout its consultation with the various departments, the Finance Committee has worked with town officials to compose the two budgets which appear in the Fiscal Year 1991 Omnibus Budget, Article 5, of this Warrant. One operating budget, with no provision for Override revenues, assigns all other available sources of town financing to the inescapable fixed costs of town government and to the highest priority services and lines of expenditure in Fiscal Year 1991. A second operating budget, for which the premise is adoption of an Override to increase the levy limit by $826,663, distributes that supplementary sum to selected departments providing highest priority services and which would otherwise be required to discharge

personnel, cut service outlays, and reduce the scale of their provision of services. The allocation of Override dollars to each selected Department has been guided by convincing evidence provided to the Finance Committee that realization of the cut obviated by the Override would result in a significant degradation of the quality of public services provided to Wayland citizens.

The Fiscal Year 1991 Budget. The two Fiscal Year 1991 budgets, one without Override and the other with Override, are summarized in the right-hand columns of Table 1. Comparison with the current year is provided by the left-hand columns, showing the Fiscal Year 1990 operating budget.

The top panel of Table 1. shows the town's major streams of revenue: the net flow of state aid which can be used for operating budget purposes; local receipts (excises, fees, interest earnings); the property tax levy; the Unreserved Fund Balance or "free cash"; and the Enterprise Fund for the Septage Facility which Wayland manages jointly with Sudbury. These are all the significant sources of current revenues - setting aside the funds which derive from our ability to borrow money.

TABLE 1.

WAYLAND'S FISCAL SOURCES AND BUDGETARY USES
(thousands of dollars)

	FISCAL YEAR 1990		FISCAL YEAR 1991	
	Salaries & Wages	Total Budget	Without Override	With Override
FISCAL SOURCES:				
Net State Aid		981	903	903
Local Receipts		2,542	2,617	2,617
Property Tax Levy		15,436	15,972	16,789
Plus Debt Exclusion		950	1,590	1,590
Unreserved Fund Balance		350	150	150
Septage Enterprise Fund		303	481	481
Total Revenues		20,562	21,713	22,530
Overlays and Reduction of Reserve Balances		(24)	(66)	(66)
Available to Finance Budget		20,538	21,647	22,464

	FISCAL YEAR 1990		FISCAL YEAR 1991	
	Salaries & Wages	Total Budget	Without Override	With Override
OPERATING BUDGET USES				
General Government	714	1,393	1,320	1,354
Public Safety	2,092	2,408	2,475	2,541
Education	9,200	10,873	10,944	11,573
Other Service Departments	1,080	2,560	2,540	2,627
School & Town Services	13,086	17,234	17,279	18,095
Joint Septage Facility	117	303	480	480
Overhead: Fixed Charges	-	3,001	3,889	3,889
Total Operating Budget	13,203	20,538	21,647	22,464

As already noted in the discussion of the current fiscal year experience, state aid was cut from $1.6 million in 1989 to under one million in 1990 and is expected to decline further to about $900,000 in 1991. Higher levels of fees charged for services are expected to raise local receipts by more than the decline in auto excise collections, for a net increase of about 3 per cent in Fiscal Year 1991. There will be a decline in the funds in the Unreserved Fund Balance, available for use in 1991. Both the debt exclusion and the Septage Enterprise Fund will provide higher revenues in 1991, but both are earmarked for specific expenditures streams (specific debt service charges in the former case, and costs of operation of the Joint Septage Facility in the latter case).

Both state aid and local receipts are particularly subject to unpredictable influences and must be judged to be much less dependable sources than in previous years. It would be imprudent to project higher revenues from these sources than shown in Table 1. The debt exclusion and septage fund are more dependable, but are earmarked for specific uses. We can be confident that "free cash" will be sharply lower in 1991 than in previous years but it, too, is unpredictable and may be less than shown in Table 1. For Wayland in 1991, this leaves only the property tax as a source of revenue to meet the needs of the operating budget.

The Property Tax Levy is governed by Proposition 2-1/2. It can be expected to rise by the value of "new growth" in real estate values added in 1990 (yielding about $150,000) plus the permitted increase of 2-1/2 per cent in the levy base. This will provide about one-half million dollars (in addition to the increase in debt exclusion) of additional revenues in Fiscal Year 1991, applicable to the general expenditures of the operating budget.

If an Override is approved, an additional $826,663 in property taxes can be assessed and these revenues can be made available to finance the 1991 budget. If there is no approved Override, the Property Tax Levy (excluding the rise in debt exclusion) will increase by 3.5 per cent in 1991; if the Override is approved, the Levy (excluding debt exclusion) will increase 9 per cent.

All of the visible revenue sources, other than the uncertain revenues associated with an Override, have been assigned in the Fiscal Year 1991 (No-Override) budget. Unfortunately, the expenditures over which we have no control (debt service payments, health and other insurance premiums, and costs of operating the joint septage facility) are expected to rise very sharply in 1991. The fixed charges (consisting of the debt & interest and unclassified categories of the budget) will increase by nearly 30 per cent and the costs of the septage facility will rise by nearly 60 per cent next year; taken together, these inescapable outlays will grow more rapidly than the earmarked sources of revenue designed to pay for these costs.

As a net result, with no Override, the growth of revenues available to pay for the services of town and school departments will only be sufficient to permit a 1.2 per cent growth in expenditurs in Fiscal Year 1991.

In the No-Override budget, approved expenditures for the departments and offices comprising General Government have been cut by 4 per cent below the 1990 level. The cuts in other departments and the very meager rise in available financing have been concentrated in support of the expenditures on public safety (police, fire, inspection services and joint communications). In the No-Override budget this category of spending will rise by 2.8 per cent in 1991. A very modest increase, of 6/10 of one per cent, is allowed for educational services (Wayland Schools and the Regional Vocational School). All of the increased expenditures approved for other departments are for services which are expected to be financed by the users' fee payments.

If the Override proposal is approved in the town elections, the expenditures of the school and town departments will rise by 6.1 per cent, compared with 1990. The General Government spending will still be less than in 1990, but public safety departments will increase expenditures by 6.6 per cent and schools by 6.4 per cent.

The Override-financed expenditures will avoid cuts which must otherwise be made in implementing the No-Override budget, including:

- the dismissal of one police patrolman;
- the elimination of callback services by the fire department, requiring closure of Cochituate station when the ambulance is on-call;
- the loss of 23 full-time equivalent positions affecting 43 different staff people;
- the elimination of elementary busing below the current level;
- the elimination of all non-college Science, Social Studies, and Math courses at the High School;

- the scheduling of 25 fewer class sessions in each High School Science course;
- the elimination of the entire computer program in all schools;
- the closing of all school libraries for part of each day;
- the closing of Sunday operation of the library;
- the cutting of Special Education at all levels;
- the elimination of all curriculum analysis, review/revision, and curriculum development in grades K-12;
- the sharp reduction of maintenance, upkeep, and stockpile expenditures by the school system;
- the elimination of Civil Defense services;
- the elimination of 1-1/2 Highway employees and a reduction in road maintenance;
- the reduction of Detached Social Worker and Inspection services.

Capital expenditures and debt. Very significant capital expenditures for reconstruction of Wayland's roads, for rehabilitation of town buildings and repairs to school structures have been approved, and increases in debt authorized, by Town Meeting in recent years. Expenditures under the road reconstruction program have risen rapidly in the current fiscal year and balances of previously borrowed funds have been drawn down sharply. The major borrowing program for rehabilitation of school buildings, still on the authorized list, has not been undertaken because the state government has not provided the requisite assurances of reimbursement of scheduled outlays.

The costs of debt service will rise sharply in Fiscal Year 1991. The overhang of approved future borrowing for town and school buildings has not been reduced. In general, the prospects for additional borrowing to finance capital programs in 1991 are not favorable and a significant new borrowing, in the judgment of the Finance Committee, would be imprudent.

Consequently, the Finance Committee has reviewed carefully the several million dollars of capital outlays proposed by various town departmnents, and by Article petitioners, but has recommended against adoption of capital expenditures proposals other than those with visible, off-budget sources of financing. No addition to the tax rate for the service of new borrowing is contemplated in Fiscal Year 1991.

Word of thanks. The Finance Committee is grateful to the members of the front office who have worked diligently and gracefully to complete the Warrants for both the Annual Town Meeting and the Special Town Meeting. Our special appreciation and admiration have been earned by the Town Finance Director and the Executive Secretary. We wish to thank, as well, the Assistant Executive Secretary, the Office Administrator, Town Counsel and the Word Processing Coordinator for their hard work in producing this Warrant and for the invariably cheerful provision of assistance throughout the past year.

TABLE 1.

WAYLAND INCOME AND EXPENSE STATEMENT

	FY 1987	FY 1988	FY 1989	FY 1990	FY 1991	FY 1991
Budget	16,967,435	18,626,073	19,913,006	20,227,536	21,647,768	22,464,431
Articles & Water Budget	+ 880,750	+ 5,810,000	+ 591,823	+ 1,435,404	+ 1,086,448	+ 1,096,448
TOTAL TOWN EXPENSE	17,848,185	24,436,073	20,504,829	21,662,940	22,734,216	23,560,879
Net "Cherry Sheet"	- 1,571,651	- 1,553,343	- 1,650,582	- 981,332	- 902,638	- 902,638
	16,276,534	22,882,725	18,854,247	20,681,608	21,831,578	22,658,241
Overlay Expense	+ 120,900	+ 125,000	+ 242,486	+ 322,321	+ 245,000	+ 245,000
	16,397,434	23,007,725	19,096,733	21,003,929	22,076,578	22,903,241
Federal Revenue Sharing	- 100,000	- 120,000	- 10,000	0	0	0
Net to be Raised by Town	16,297,434	22,887,725	19,086,733	21,003,929	22,076,578	22,903,241
Estimated Receipts	- 1,655,000	- 2,081,490	- 2,140,488	- 2,541.875	- 2,616,875	- 2,616,875
Net to be Raised	14,642,434	20,806,235	16,946,245	18,462,054	19,459,703	20,286,366
From Available Funds, Free Cash, Borrowings	- 1,354,054	- 6,941,424	- 1,677,675	- 2,088,474	- 1,897,657	- 1,897,657
To be Raised From Taxes	13,288,380	13,864,811	15,268,570	16,373,580	17,562,046	18,388,709
Assessed Valuation	626,563,000	1,272,028,000	1,295,044,137	1,310,935,157	1,320,000,000	1,320,000,000
Tax Rate = $\frac{\text{Total Costs}}{\text{Valuation} \times 1000}$	21.21	10.90	11.79	12.49	13.31	13.93

TABLE 2.

SIX-YEAR HISTORICAL BUDGET SUMMARY

Fiscal Year	School	Town	Total	Increase	%
1991 Override	11,573,127	10,891,304	22,464,431	1,925,891	9.4
1991 Non-Override	10,943,681	10,704,087	21,647,768	1,109,228	5.4
1990	10,873,457	9,665,083	20,538,540	622,034	3.1
1989	10,783,397	9,133,109	19,916,506	1,290,433	6.9
1988	10,182,056	8,444,017	18,626,073	1,658,638	9.8
1987	9,635,119	7,332,316	16,967,435	1,044,580	6.6
1986	9,119,993	6,802,862	15,922,855	976,385	6.5

TABLE 3.

TOWN REVENUES, EXCLUSIVE OF REAL ESTATE TAXES

	FY 1985	FY 1986	FY 1987	FY 1988	FY 1989	FY 1990	Est. FY 1991	
Auto Excise	535,000	648,500	783,300	883,000	839,541	1,000,000	950,000	
Fees, Fines, Interest	720,283	677,901	871,800	1,142,800	1,300,947	1,541,875	1,666,875	
Fed. Revenue Sharing	170,000	150,000	51,600	--	--	--	--	
Net Receipts from State	1,457,826	1,514,299	1,571,648	1,567,978	1,650,582	981,332	902,638	
	2,883,109	2,990,700	3,278,348	3,593,778	3,791,070	3,523,207	3,519,513	
Raised from Taxes	12,022,001	12,572,512	13,289,380	13,601,671	15,268,570	16,373,580	17,562,046	Non-Override
							18,388,709	Override

FIVE-YEAR REVIEW

Per Cent of the Budget by Departments

Department	% 1987	% 1988	% 1989	% 1990	% 1991 Non-Override	% 1991 Override
General Government	7.1	6.7	6.7	6.8	6.1	6.0
Protection	12.1	12.6	11.8	11.7	11.4	11.3
Health	1.8	1.7	1.3	1.5	1.4	1.3
Highway	3.6	4.9	4.3	4.3	3.7	3.8
Landfill	1.3	1.1	1.1	1.3	1.4	1.4
Veterans' Benefits	.1	.1	.1	.1	0	0
Schools	54.1	53.9	53.3	51.9	49.7	50.7
Reg. Voc. School	.6	.8	.9	1.0	.8	.8
Detached Social Worker	---	---	.3	.4	.3	.3
Libraries	1.8	1.8	1.8	1.8	1.7	1.7
Park & Recreation	1.8	1.9	1.9	1.8	1.4	1.4
Fee Supported Programs	.9	.9	1.0	1.5	1.7	1.7
Unclassified	5.6	5.8	6.2	7.2	7.9	7.6
Debt & Interest	5.8	6.6	8.2	7.4	10.1	9.7
Wayland/Sudbury Septage	1.4	1.2	1.1	1.5	2.2	2.1

CAPITAL PLANNING REPORT
CAPITAL BUDGET AND PROGRAM
1991-1996

No Capital Planning Committee has been in existence for the Fiscal Year of 1990. The Finance Committee, under sanction from the Board of Selectmen, has solicited Capital Planning information for the various boards and commissions of the Town.

The information in the accompanying report has been collected through the use of the Capital Request Forms and some minimal discussion of the request with the department in the context of the regular budget discussion. No in-depth examination of the requests has been made as had been done in earlier years when the Capital Planning Committee was in existence. The Finance Committee continues to believe that concentrated review of capital expenditures should be made.

Because of the continuation of reductions in available funds to finance capital expenditures, the number of capital items and projects which the Town can undertake has been reduced to only a few items. A number of worthy projects requiring capital have been eliminated. The reconstruction of the bridge across the Sudbury River on Sherman's Bridge Road has been postponed indefinitely.

Capital equipment funded in this year's budget is very limited. Funds are available in the "Zero Budget" for new Police cars. If the override should pass funds are provided for a new tape recording system in the Joint Communications Center, a new van for the Town Surveyor and additional money for road resurfacing. Money is also provided for capital equipment replacements at the Septage Treatment Plant. This money will be provided through the fee structure used by that facility.

The Town has two major capital projects in progress this fiscal year. The Road Reconstruction program and the School Building Renovation Program. The Road program has completed much of the engineering work and hearings and is moving toward the actual construction of roads. The School Building program has been stalled by the lack of School Building Assistance Bureau money to be provided by the Commonwealth. Roof repairs have been completed on all school buildings with money not contingent upon SBAB funds.

The Capital Planning Report has traditionally shown those items which each department, Board and Commission has felt it needs to provide a suitable level of service to the Town along with the associated cost. With the ever tightening vise of Proposition 2 1/2, less and less money has been available for Capital items. The Town has borrowed so regularly and heavily in the past 6 years that the Finance Committee finds it necessary to restrict borrowing for some period to absorb the current debt service. A position supported by the

borrowing advisers in New York. The items identified in the report at this time represent those items for which there is a need but for which there is no money until some change is made in the method and amount of Town government funding.

Respectfully submitted,
Wayland Finance Committee

Department Summary

Highway Department	0	0	0	0	0	
Landfill	0	300,000	0	0	0	300,00
Fire Department	0	73,000	135,000	200,000	150,000	558,00
Joint Comm Center	25,000	3,670	0	0	0	28,67
Park & Recreation	0	80,000	13,000	0	0	93,00
Police Department	52,000	53,000	54,000	55,000	56,000	270,00
School Department	0	30,000	0	0	0	30,00
Social Services	10,500	0	0	0	0	10,50
Town Surveyor	12,720	35,000	0	0	0	47,72
Dept	100,220	574,670	202,000	255,000	206,000	1,337,89
Effect of Dept Cap. on Tax Rate	$0.06	$0.35	$0.12	$0.16	$0.13	

$1,619,498 = $1 on 1990 Tax Rate

1 1,619,498

Summary of Departments	1991	1992	1993	1994	1995	% Yr. Total
HIGHWAY DEPARTMENT						
Repairs to Highway Garage	0					
Equipment	0					
	0	0	0	0	0	
SEPTAGE TREATMENT						
Backup Tank	350,000					
Mechanical Bar Screen	123,000					
	473,000	0	0	0	0	
LANDFILL						
Sherman Bridge Reconstruction		300,000				
Landfill Cap						
Landfill Liner						
	0	300,000	0	0	0	
FIRE DEPARTMENT						
Breathing Air Compressor & Equip.		18,000				18,00
Car-2 Replacement		14,000				14,00
New Ambulance Chassis		27,000				27,00
Car-1 Replacement		14,000				14,00
Pumper			135,000			135,00
Ladder Truck				200,000		200,00
Pumper					150,000	150,00
	0	73,000	135,000	200,000	150,000	558,00
JOINT COMMUNICATION CENTER						
Jail cell video/audio monitoring system		3,670				3,67
Tape recording machine	25,000					25,00
	25,000	3,670	0	0	0	28,67
PARK & RECREATION						
Wood Chipper Lo		18,000				18,00
Wood Chipper Hi						
Infield Groomer & Line Painter		9,000				9,00
Front End Loader w 3 pt hitch		40,000				40,00
72" TriWheel Mower		13,000				13,00
72" TriWheel Mower			13,000			13,00
SUBTOTAL	0	80,000	13,000	0	0	93,00
POLICE DEPARTMENT						
Police Cars	52,000	53,000	54,000	55,000	56,000	270,00
SCHOOL DEPARTMENT						
School Bus		30,000				
???	0					

	0	30,000	0	0	0	
SOCIAL SERVICES						
Car	10,500 #	0	0	0	0	10,50
TOWN SURVEYOR						
Van	12,720 #					12,72
Computer Upgrade		23,000				23,00
Softtware Upgrade		12,000				12,00
SUBTOTAL	12,720	35,000	0	0	0	47,72
SUBTOTAL DEPARTMENTS	573,220	544,670	202,000	255,000	206,000	1,007,89

To be funded if Overrride passes

WATER DEPARTMENT						
Chamberlain Well	60,000	0	0	0	0	60,00
Water Main Inprovement	10,000	30,000	30,000	30,000	30,000	130,00
Purge Wells/Clean	30,000	30,000	20,000	20,000	30,000	130,00
Meter Replacement	0	10,000	10,000	10,000	0	30,00
New vehicles-Equipment	32,000 1	14,000	14,000	15,000	15,000	90,00
Cost of Borrowing for Tank	42,500	37,000	37,000	37,000	37,000	190,50
SUBTOTAL	142,500	121,000	111,000	112,000	112,000	630,50

1) $32,000 for new vehicles is transfer from budget. To be taken from Compressor & Backhoe accounts.

COMMONWEALTH OF MASSACHUSETTS

Middlesex, ss. Town of Wayland

* * * WARRANT * * *

To any of the Constables of the Town of Wayland, Greetings:

In the name of the Commonwealth of Massachusetts, you are hereby required to notify all residents of the Town of Wayland who shall be qualified to vote in accord with the provisions of G.L. Chapter 51, Section 1, to come to their respective polling places (Precinct 1 and 4 in the Gymnasium of the Town Building and Precinct 2 and 3 in the Middle School) on

TUESDAY, APRIL 24, 1990, BETWEEN 7:00 AM AND 8:00 PM

to choose the following Town officers by ballot from Wayland's registered voters for the following terms of office:

A Moderator, a Road Commissioner, each for one year;

One member of the Planning Board, one member of the Housing Authority, each for two years;

Two Selectmen, two School Committee members, one Assessor, two Trustees of Public Library, one member of the Board of Health, one Road Commissioner, one Park and Recreation Commissioner, one Water Commissioner, one Commissioner of Trust Funds, each for three years;

One member of the Planning Board, one member of the Housing Authority, each for five years;

As well as such other Town Officers as may be necessary;

And to vote "Yes" or "No" upon the following Referendum Questions:

QUESTION NO. 1

"Shall the Town of Wayland be allowed to assess an additional $826,663 in real estate and personal property taxes for the purpose of general operating expenditures for the fiscal year beginning July first, nineteen hundred and ninety?"

QUESTION NO. 2 (THIS IS A NON-BINDING REFERENDUM QUESTION)

"Should the State return 40% of all money collected in personal income taxes, corporate excise taxes and sales taxes to cities and towns in unrestricted, unearmarked local aid and all lottery revenues to which municipalities are entitled?"

You are also required to notify all such residents of Wayland to meet in the Field House of the Wayland High School on

THURSDAY, APRIL 26, 1990 AT 7:45 PM

to act on the following Articles:

Notice: It is the intention of the Finance Committee to request of the Town that if adjourned meetings be necessary to complete the action on the Warrant, they be held Monday, April 30, Wednesday, May 2, Thursday, May 3, and Monday, May 7.

Note Regarding Quantum of Vote: For those articles involving appropriations which are anticipated to be provided by taxation appropriated for another purpose, a majority quantum of vote is indicated. For articles which are anticipated to be funded by borrowing, a two-thirds quantum of vote is indicated.

Certain articles request the action of Town Meeting under its general legislative powers (i.e., to hear and accept reports, to appoint a committee, to adopt a resolution or "sense of the meeting" vote, etc.), and in such cases no particular statute is referenced. Town Counsel has advised that, as a matter of common-law precedent in Massachusetts, such matters are to be decided by a majority vote.

ARTICLE 1. HEAR REPORTS

To receive and act upon reports of Town officers, agents, trustees, commissioners, boards, and committees; or take any action relative thereto.

QUANTUM OF VOTE: Majority

ARTICLE 2. CHOOSE TOWN OFFICERS

To choose Town officers, agents, trustees, councils, commissioners, boards, and committees not elected by the official ballot.

QUANTUM OF VOTE: Majority. See Mass. G.L. Ch. 41, Sec. 1.

ARTICLE 3. AMEND PERSONNEL BY-LAWS AND WAGE AND SALARY CLASSIFICATION PLAN

Proposed by: Personnel Board

To see whether the Town will vote to amend the Personnel By-Laws and the Wage and Salary Classification Plan previously adopted by the Town by making the following additions, deletions or modifications thereto, and by establishing effective dates for such amendments; or take any action relative thereto.

(Changes are Underlined)

PERSONNEL BY-LAWS

ARTICLE I - DEFINITIONS

As used in these By-Laws and the Wage and Salary Classification Plan the following words and phrases shall have the following meanings unless a different construction is clearly required by the context or by the laws of the Commonwealth:

"Civil Service Law", Chapter 31 of the Massachusetts General Laws as amended and all rules and regulations made thereunder; and any special law enacted by the General Court regulating the classification, compensation and conditions of the employment of officers and employees of the Town under Chapter 31 of the Massachusetts General Laws;

"Class", a group of positions in the Town service sufficiently similar in respect to duties and responsibilities so that the same descriptive title may be used to designate each position allocated to the class, that the same qualifications shall be required of the applicants and incumbents, that the same tests of fitness may be used to choose qualified employees and that the same scale of compensation can be made to apply with equity;

"Department Head", the officer, board or other body having immediate supervision and control of a department;

"Department", any department, board, committee, commission, or other agency of the Town subject to this By-Law and the Wage and Salary Classification Plan;

"Continuous Employment", employment uninterrupted except for required military service and for authorized vacation leave, sick leave, bereavement leave, court leave or other leave of absence;

"Part-time Employment", employment for less than full- time employment, as further defined below; "Town", the Town of Wayland;

"Appointing Authority" or "Employing Agency", the official, board, committee, commission, council or other authority empowered by statute, special act or by-law to make appointments;

"Full-time Employment", employment for not less than seven hours per diem for five days a week for fifty- two weeks per annum, less legal holidays and authorized military leave, vacation leave, sick leave, bereavement leave, court leave, and leaves of absence;

"Full-time Employee", an employee retained in full-time employment;

"Position", an office or post of employment in the Town service with duties and responsibilities calling for the full-time or part-time employment of one person in the performance and exercise thereof;

"Permanent Position", any position in the Town service which has required or which is likely to require the services of an incumbent without interruption for a period of more than six calendar months, either on a full-time or part-time employment basis;

"Permanent Part-time Position", any permanent position in the Town service in which the incumbent works at least twenty (20) hours per week, but less than thirty-five (35) hours per week;

"Permanent Employee", or "Permanent Appointee", (1) any employee retained on a continuing basis in a permanent position, as defined above; (2) any employee holding a permanent appointment under Civil Service Law to a position deemed permanent within the meaning of said law;

"Probationary Employee", any employee whose tenure of service has not exceeded six (6) months. Such employees have limited rights during this stage of their employment and may be discharged at any point in which the level of performance is determined to be unacceptable by the appointing authority.

"Temporary Position", any position in the Town service which is not permanent but which requires or is likely to require the sevices of one incumbent for a period not exceeding six calendar months;

"Seasonal Position", any position in the Town service which is not permanent but which requires the services of one incumbent for a period not exceeding one of the four seasons of the year;

"Temporary Employee", (1) any employee retained in a temporary position as defined above: (2) any employee holding a temporary appointment under the Civil Service Law who does not also have permanent status thereunder; (3) any employee retained in a position in a class the title of which contains the adjective "temporary";

"Job Sharing", the holding of one position by more than one incumbent who does not perform the duties and responsibilities of the position simultaneously;

"Intermittent Service", personal service rendered by an employee in a position calling for part-time employment, which service although constituting continuous employment is not rendered during prescribed working hours, daily, weekly or annually, but is rendered as required, according to the demands for such service as determined by the appropriate supervisory authority;

"Acting", performing the duties and having the responsibilities of another position on a temporary basis without having been appointed to the position on a temporary basis;

"Interim", performing the duties and having the responsibilities of a vacant position on a temporary basis after having been appointed to the vacant position until the position is filled;

"Wage and Salary Classification Plan", the schedule of hourly, weekly, annual, and flat rates appearing in the Town's Annual Town Meeting Warrant or Special Town Meeting Warrant, pursuant to Article III, Section 1;

"Supervisory Authority", the official, board, agency, committee, council, commission or other authority empowered by law to supervise, direct, and control the activities of employee(s).

"Rate", a sum of money designated as compensation for hourly, weekly or annual personal services;

"Minimum Rate", the lowest rate in a range which is paid to an employee;

"Midpoint Rate", the rate which is mid-way between the minimum rate and the maximum rate;

"Maximum Rate", the highest rate in a range which an employee normally is entitled to attain;

"Range", the dollar difference between minimum and maximum rate;

"Flat Rate", a rate of compensation for personal services that does not appear in a range;

"Step Rate", a pre-established incremental rate in a range between the minimum and maximum rates;

"Increment", the dollar difference between step rates;

"Compensation Grade", an alphanumeric designation for a salary or wage range;

"Promotion", a change from a position of lower class and compensation grade to a position with greater responsibilities in a higher class and compensation grade;

"Holiday Pay", extra pay authorized pursuant to Article VIII;

"Leave of Absence", a form of leave authorized pursuant to Article X.

"Overtime", time in excess of the normal number of hours or days of working time in the work week of the department; and

"Board", the Personnel Board as defined in Article II.

"Personnel Director", the Assistant Executive Secretary or other comparable position as determined by the Board of Selectmen.

ARTICLE II - PERSONNEL BOARD

Section 1. There shall be a Personnel Board of five members appointed by the Selectmen. The Selectmen shall also have the power to fill Personnel Board vacancies. The term of appointment shall be for five years except where the appointment is to fill a vacancy, and then it shall be to fill the unexpired term. No member of the Personnel Board shall be an employee of the Town or hold Town office. Members of the Personnel Board shall serve without compensation.

Section 2. The Personnel Board shall have the following powers and duties:

(a) to develop and administer these By-Laws and the Wage and Salary Classification Plan (hereinafter called "By-Laws" and "Plan") and personnel policies and procedures in cooperation with the Town Boards and Departments affected;

(b) to approve all pay or classification changes of Town employees, including all hiring rates and classifications;

(c) To negotiate collective bargaining agreements for the Town, after having met in advance with the Board of Selectmen and the Finance Committee to discuss the forthcoming negotiations;

(d) to establish such central personnel files for all employees as it deems useful in the administration of the By-Laws and Plan; and

(e) to review the operation of the Plan annually, including minimum and maximum wage and salary brackets, and recommend to the Town any appropriate changes.

In the case of any dispute concerning the interpretation or administration of the By-Laws and Plan, the decision of the Personnel Board shall be final, subject to an appeal to the Town at the next Town Meeting.

Section 3. The Personnel Board shall meet as necessary to consider such business as may be presented by Town Officials, Town Employees, or other interested persons, but not less often than quarterly. Three members of the Board shall constitute a quorum, and all action shall be taken by a majority of the members present at the Board meeting, provided that the Board may delegate to the Chairman power to act at any time on routine matters, subject to appeal to the full Board.

ARTICLE III - SALARY AND WAGE RATES

(Changes are explained with asterisks, rather than underlining)

WAGE AND SALARY CLASSIFICATION PLAN

Section 1. The positions of all non-elected Town employees are classified under the following job titles with the wage and salary rates set forth:

ADMINISTRATIVE AND PROFESSIONAL*
FISCAL YEAR 1991 SALARY RANGE

G-SCHEDULE

	POSITION TITLE	MIN.	MAX.
G-7	Executive Secretary	$50,769	$66,000
G-6	Finance Director/Town Acct.	$46,577	$60,550
G-6	Police Chief	$46,577	$60,550
G-6	Fire Chief	$46,577	$60,550
G-5	----------	$42,731	$55,551
G-4	Highway Superintendent	$39,203	$50,964
G-4	Park and Recreation Supt.	$39,203	$50,964
G-4	Water Superintendent	$39,203	$50,964
G-4	Asst. Executive Secty.	$39,203	$50,964
G-3	Data Processing Mgr.	$35,966	$46,756
G-3	Library Director	$35,966	$46,756
G-3	Town Surveyor	$35,966	$46,756
G-3	Detached Social Worker	$35,966	$46,756
G-2	Treasurer/Collector	$32,997	$42,895
G-2	Director of Public Health	$32,997	$42,895
G-2	Town Planner	$32,997	$42,895
G-1	Conservation Administrator	$30,272	$39,354
G-1	Executive Director, C.O.A.	$30,272	$39,354
G-1	Assistant Assessor	$30,272	$39,354
G-1	Building/Zoning Inspector	$30,272	$39,354
G-1	Chief Operator Septage Plant	$30,272	$39,354

*The above pay scale reflects a newly devised pay classification system for Administrative and Professional employees effective 7/1/90.

NON-ADMINISTRATIVE/PROFESSIONAL POSITIONS*

S-G SCHEDULE

		MIN.	MAX.
S-G-4	Surveying/Computer Specialist	$28,500	$35,625
S-G-3	Assoc. Detached Soc. Worker	$27,000	$33,750
S-G-2	Administrative Secretary	$24,500	$30,625
S-G-1	Dog Officer	$19,500	$24,500
S-G-1	Office Asst./Assessors	$19,500	$24,500

NON-UNION OFFICE STAFF*

Grade	Min.	Step 1	Step 2	Step 3
S-12	$20,018	$20,807	$21,636	$22,478
S-13	$20,807	$21,636	$22,478	$23,392
S-14	$21,636	$22,478	$23,392	$24,317
S-15	$22,478	$23,392	$24,317	$25,318
S-16	$23,392	$24,317	$25,318	$26,313
S-17	$24,317	$25,318	$26,313	$27,350
S-18	$25,318	$26,313	$27,350	$28,425

Non-Union Office Staff Positions

Administrative Secretary	S-G-2
Secretary/Word Processing Coord.	S-16

	Starting Hourly Rate	Step 1	Step 2	Step 3
Hrly. Sen. Sec. Aide**	$8.08			
Hrly. Sec. Aide**	$7.12			
Student Sec. Aide**	$4.68	$5.26	$5.84	$6.44

*Ranges are adjusted 2% upward by the Personnel Board effective 7/1/90.
**Seasonal or intermittent employees. Not permanent or full-time employees, no fringe benefits.

NON-UNION BOARD OF HEALTH POSITIONS*

	Hrly. Pay Rate
Hrly. Health Inspector	$13.29

*Ranges are adjusted 2% upward by the Personnel Board effective 7/1/90.

LIBRARY NON-UNION*

Grade	Title	Fiscal Year	Hourly Pay Rate
Hrly.	Libr. Clk.**	1991	$7.86
Hrly.	Libr. Page**	1991	$5.62
Prof.	Librarian**	1991	$11.89

*Rates are adjusted 2% upward by the Personnel Board effective 7/1/90.
**Seasonal and intermittent employees; not permanent or full- time employees, no fringe benefits.

PARK & RECREATION - NON-UNION*

Grade	Title	Fiscal Year	Starting Salary	1 Yr.	2 Yrs.	3 Yrs.
Hrly.	Seasonal Laborer**	1991		$ 8.40	$ 8.82	$ 9.24
Hrly.	Beach Director**	1991		$11.04	$12.14	$13.24
Hrly.	Beach Supervisor**	1991		$ 9.91	$11.04	$12.14
Hrly.	Head Lifeguard**	1991		$ 8.28	$ 8.82	$ 9.38
Hrly.	Lifeguards/Instr.**	1991		$ 6.90	$ 7.45	$ 8.01
Hrly.	Beach Police**	1991		$ 5.86	$ 6.23	$ 6.62
Hrly.	Swim Aide**	1991		$ 4.97	$ 5.52	$ 5.79
			Minimum	After 1 Yr.	After 2 Yrs.	After 3 Yrs.
Hrly.	Fee Support Program Administrator	1991	$11.70	$12.05	$12.40	$12.78

*Rates are adjusted 2% upward by the Park & Recreation Commission and approved by the Personnel Board effective 7/1/90.
**Seasonal or intermittent employees; not permanent or full-time employees, no fringe benefits.

JOINT COMMUNICATIONS - NON-UNION*

Grade	Title	Fiscal Year	Starting Salary	Step 1	Step 2	Step 3
S-14	Working Supervisor	1991	$21,636	$22,478	$23,392	$24,317

*Rates are adjusted 2% upward by the Personnel Board effective 7/1/90.

POLICE - NON-UNION*

Grade	Title	Fiscal Year	MIN.	1 YR.	2 YRS.	3 YRS.
P-4	Lieutenant	1990	$33,713	$35,420	$37,205	$39,084

*Reflects upward adjustments of 5 1/2% on 7/1/89. While the Lieutenant is not included in the Police Union, the position is entitled to many of the same provisions included in the Collective Bargaining Agreement with the Police Union. Negotiations for a successor police collective bargaining agreement are either in progress or scheduled to begin soon.

PART-TIME, SEASONAL POSITIONS AND OTHER NON-UNION*

Title	Salary FY 1991
School Traffic Supervisors	$4,184.00*
Substitutes	$ 24.00/day*
Special Police, Matrons	$ 10.88/hr.*
Call Firefighters	$ 10.88/hr.*
Temporary Custodians	$ 8.51/hr.*
JCC P-T Dispatcher	$ 7.73/hr.*
Police Intern	$ 5.62/hr.*
Water Meter Reader	$ .62/.72 per meter*

*Rates are adjusted 2% upward by the Personnel Board effective 7/1/90.

OFFICE STAFF - UNION*

FY 91 SALARY RANGES

GRADE	FY	MIN.	AFTER 1 YR.	AFTER 2 YRS.	AFTER 3 YRS.	AFTER 4 YRS.	AFTER 5 YRS.	AFTER 6 YRS.
C-10	91	16,395	17,023	17,708	18,422	19,164	19,903	20,697
C-12	91	17,708	18,422	19,164	19,903	20,697	21,520	22,368
C-13	91	18,422	19,559	19,903	20,697	21,520	22,368	23,279
C-14	91	19,559	19,903	20,697	21,520	22,368	23,279	24,178
C-15	91	19,903	20,697	21,520	22,368	23,279	24,178	25,138
Civ. Disp.	91	18,317	18,974	19,695	20,447	21,264	22,107	22,919

Clerical Union Salaries Reflect a negotiated adjustment of 5% for Fiscal Year 1991.

CURRENT CLERICAL UNION POSITIONS

FINANCE/ACCOUNTING
C-15 1 Payroll Supervisor
C-15 1 Accounts Supervisor

TREASURER/COLLECTOR
C-14 1 Assistant Treasurer
C-13 1 Full-time, Principal Clerk/Department Assistant

ASSESSORS
C-12 1 Full Time, Senior Clerk

TOWN CLERK
C-12 1 Part-Time, Senior Clerk/Asst. to the Town Clerk

WATER DEPT.
C-12 1 Part-Time Senior Clerk
C-13 1 Full-Time Principal Clerk/Department Assistant

PARK AND RECREATION
C-13 1 Full Time Principal Clerk/Department Assistant

BUILDING/INSPECTIONS
C-13 2 Part-Time, Principal Clerks/Department Assistants

PUBLIC SAFETY
C-13 1 Full-Time, Principal Clerk/Department Assistant
7 Full-Time, Joint Communication Civilian Dispatchers

BOARD OF HEALTH
C-14 1 Full-Time, Administrative Assistant

LIBRARY - UNION*

GRADE	FY	MIN.	AFTER 1 YR.	AFTER 2 YRS.	AFTER 3 YRS.	AFTER 4 YRS.	AFTER 5 YRS.
L-C	90	$17,196	$17,836	$18,473	$19,148	$19,853	$20,582
L-7	90	$16,210	$16,846	$17,522	$18,220	$18,949	$19,703
L-8	90	$16,846	$17,522	$18,220	$18,938	$19,698	$20,485
L-10	90	$18,220	$18,938	$19,723	$20,505	$21,323	$22,179
L-17	90	$23,958	$24,945	$25,926	$26,964	$28,042	$29,163

*Library Union salaries reflect a settlement of 5 1/2% increase for fiscal year 1990. Negotiations for a successor agreement are either in progress or scheduled to begin soon.

CURRENT LIBRARY UNION POSITIONS

L-C	1 Custodian
L-7	4 Part-Time Library Assistants
L-8	1 Serial Library Associate
L-10	2 Library Assistants
	1 Administrative Assistant
L-17	1 Technical Services Librarian
	1 Children's Librarian

PARK & RECREATION - UNION*

FY 91 HOURLY PAY SCALE

GRADE	FY	MINIMUM	AFTER 1 YR.	AFTER 2 YRS.	AFTER 3 YRS.
P&R1	91	$ 9.82	$10.13	$10.45	$10.82
P&R2	91	$10.13	$10.45	$10.82	$11.17
P&R3	91	$11.17	$11.51	$11.92	$12.30
P&R4	91	$11.92	$12.30	$12.79	$13.14
P&R6	91	$12.79	$13.14	$13.59	$14.06

*Park and Recreation Union salaries reflect a negotiated 5% increase for Fiscal Year 1991.

CURRENT PARK & RECREATION UNION POSITIONS

P&R 1	1 Groundskeeper I
P&R 2	3 Groundskeepers II
P&R 4	1 Working Foremen
P&R 6	1 General Foreman
	1 Master Mechanic

HIGHWAY - UNION*

FY 90 HOURLY PAY SCALE

GRADE	FY	MINIMUM	STEP 1	STEP 2	STEP 3
H-5	90	$10.03	$10.33	$10.68	$10.99
H-6	90	$10.33	$10.68	$10.99	$11.40
H-7	90	$10.68	$10.99	$11.40	$11.74
H-8	90	$10.99	$11.40	$11.74	$12.16
H-9	90	$11.40	$11.74	$12.16	$12.56
H-10	90	$11.74	$12.16	$12.56	$12.97
H-11	90	$12.16	$12.56	$12.97	$13.42

*Highway Union salaries reflect 5% increases for Fiscal Year 90. Negotiations for a successor collective bargaining agreement are either in progress or scheduled to begin soon.

CURRENT HIGHWAY UNION POSITIONS

H-6	6 Medium Equipment Operators
H-7	1 Heavy Equipment Operator
H-8	1 Grader Operator
H-10	2 Working Foremen
	1 Mechanic/Welder
H-11	3 General Foremen
	1 Master Mechanic

WATER DEPARTMENT - UNION*

FY 90 HOURLY PAY SCALE

GRADE	FY	MINIMUM	STEP 1	STEP 2	STEP 3
WS-11	90	$ 9.58	$ 9.99	$10.34	$10.72
WS-15	90	$11.11	$11.47	$11.95	$12.39

*Water Department Union hourly pay rates reflect a settlement of 5 1/2% increase for fiscal year 90. Negotiations for a successor agreement are either in progress or scheduled to begin soon.

CURRENT WATER DEPARTMENT UNION POSITIONS

WS-11	2 Maintenance #1
WS-15	4 Maintenance #2

POLICE DEPARTMENT*

GRADE	TITLE	FY	MIN.	AFTER 1 YR.	AFTER 2 YRS.	AFTER 3 YRS.
P-1	Police Officer	90	$24,674	$25,663	$26,692	$27,750
P-2	Police Sgt.	90	$29,145	$30,579	$32,105	$33,713

*Police Union salaries reflect increases of 5 1/2% for fiscal year 1990. Negotiations for a successor agreement are either in progress or scheduled to begin soon.

CURRENT POLICE UNION POSITIONS

P-1	15 Police Officers
P-2	5 Police Sergeants

FIRE DEPARTMENT*

GRADE	TITLE	FY	STARTING SALARY	AFTER 1 YR.	AFTER 2 YRS.	MAXIMUM
F-5	Deputy	90				$37,204
F-4	Captain	90	$30,245	$31,290	$32,382	$33,516
F-3	Mechanic & Elec.	90	$29,172	$30,123	$31,161	$32,238
F-2	Clerk	90	$26,753	$27,660	$29,125	$29,573
F-1	Fire Fighter	90	$24,992	$25,858	$26,752	$27,682

*Fire Union salaries reflect a settlement which provides for a 5% increase on July 1, 1989, and a 1% increase on January 1, 1990. Negotiations for a successor agreement are either in progress or scheduled to begin soon.

CURRENT FIRE UNION POSITIONS

F-5	1 Deputy
F-4	3 Captains
F-3	1 Mechanic
F-3	1 Electrician
F-2	1 Clerk
F-1	18 Firefighters

Section 2. The Personnel Board may prepare such additional job descriptions to supplement the foregoing job titles as it deems desirable.

Section 3. If it becomes necessary during any year for any Town board, commission, committee, department or official (hereinafter referred to as an "employing agency") to hire a regular employee to do work not covered by an existing classification, the Personnel Board may establish a temporary new classification, but the same shall be submitted to the Town as a proposed amendment to the Plan in the next warrant for a regular Town Meeting.

Section 4. Upon request of an employing agency the Personnel Board is authorized, for cause shown, to convert an hourly rate shown in the foregoing schedule into a salary, or a salary into an hourly rate, provided that no change shall be made which will increase or reduce the average earnings of any employee.

Section 5. The wages and salaries of Town employees shall be fixed in strict accordance with this Plan. No employing agency shall pay or employ any person at a salary or wage not fixed in accordance with this Plan and approved by the Personnel Board hereunder; nor shall the Personnel Board approve a salary or wage that was not previously proposed by or reviewed with the employing agency. In administering this section, the Personnel Board shall take into consideration any and all employee fringe benefits.

Section 6. Each full-time regular employee of the Town shall be awarded longevity pay in accordance with the following table:

After 5 years of service	-	$100 per year
After 10 years of service	-	An additional $50 ($150 total)
After 15 years of service	-	An additional $50 ($200 total)
After 20 years of service	-	An additional $50 ($250 total)
After 25 years of service	-	An additional $50 ($300 total)
After 30 years of service	-	An additional $50 ($350 total)

Payments will be made twice a year, on May 31 and November 30, and each payment will consist of half (1/2) of the yearly amount. To qualify for the additional payments under this Article, the employees must have completed the required years of service before the payment date. Part-time employees will be given consideration under this Article.

The Personnel Board will be responsible for determining the equivalency of longevity in each case.

Administrative and Professional employees hired after January 1, 1979 shall not be awarded any longevity pay.

Section 7. The Personnel Board shall establish a system/method of non-monetary recognition for exceptional performance or contribution by one or more employee(s).

ARTICLE IV - HOURS OF WORK

Section 1. The regular work week for office and clerical employees shall be 35 hours. For Fire Department personnel, it shall be 42 hours. For Police Department personnel, it shall be 37.5 hours. The regular work week for all other Town employees shall be 40 hours, unless otherwise provided by union contract.

Section 2. Employees, other than members of collective bargaining units, required to work more than 8 hours in any day or 40 hours in any week, shall be compensated for such overtime at a rate based on one and one-half (1-1/2) times their regular hourly rates of pay or may be given time off equal to the amount of overtime. Employees, other than members of collective bargaining units, whose regular work week is less than 40 hours shall receive straight-time pay up to 40 hours per week and time and one-half for all hours in excess of 40 hours per week, or may be given time off equal to the amount of overtime performed.

Section 3. Nothing in this Article shall apply to Administrative and Professional employees in the G and S-G Schedules.

ARTICLE V - NEW EMPLOYEES — RECLASSIFICATION

Section 1. An individual newly hired by the Town or permanently transferred from one job to another shall be paid the minimum salary or wage rate for his classification except as hereinafter provided. The employing agency shall report all transfers and, so far as practicable, all proposed hirings to the Personnel Board in advance of appointment for approval of the employee's classification and salary or wage rate. When prior consultation is impractical, the appointing agency may hire an individual, with the approval of the Personnel Director, but subject to ratification of the employee's classification and salary or wage rate by the Personnel Board.

Section 2. Where, in the judgment of the Personnel Board and the employing agency unfairness would otherwise result, a Town employee, temporarily assigned to work in a higher classification for at least one week, shall be paid the minimum rate for that classification for as long as he does such work, provided that he is paid at a rate at least one step higher than his present rate.

Section 3. The duties of any employee may be reviewed by an employing agency upon request of the employee or on its own initiative. If it appears to the employing agency that such employee belongs in a different job classification because of changes in the nature of his duties, the employing agency may recommend his reclassification and shall submit a revised job description to the Personnel Board which shall then review the facts and approve or deny the proposed reclassification. A reclassified employee shall be paid as an employee newly hired or transferred to the job as of the date the reclassification is approved.

Section 4. New employees will normally be hired at the minimum step of an assigned classification. However, under no circumstances shall an employee be hired above the fourth step of the position classification without supporting documentation and evidence that such starting rate is warranted. All starting rates must be approved by the Personnel Department and any

proposed starting rate above the fourth step of a classification must also receive Personnel Board approval.

Section 5. Any employee who is promoted to a higher job classification will receive at least one periodic step increase under the classification at the time of promotion.

ARTICLE VI - INCREASES WITHIN ESTABLISHED RATE RANGES

Section 1. Upon satisfactory completion of the probationary period as determined by the supervisory authority, an employee may be eligible to receive a one step increase within the assigned classification. Increases will be granted only upon the written recommendation of the supervisory authority with the approval of the Personnel Board. Employees may continue to be eligible for step increases upon completion of each employment year, as determined by the employment anniversary date. Step increases will not be granted beyond the maximum step of the assigned classification.

Section 2. The intent of this article is to enable the Town to reward good and faithful service. It is intended that step increases will be granted for merit, and such increases will be withheld in any case where the employee has not performed satisfactorily enough to earn the increase set forth in the assigned wage schedule.

ARTICLE VII - ANNUAL LEAVE

Section 1. Paid Annual Leave for all non-union, non-professional or non-administrative employees shall be as follows:

(1)	0 to 5 years employment:	13 working days
(2)	5 to 15 years employment:	19 working days
(3)	15 to severance:	25 working days

Leave days will start accruing as soon as the employee is hired, but none can be taken until the employee has had six months' service.

Section 2. The schedule for earning leave days is as follows:

(1) For 13 leave days per year	-	one day each 20 regularly scheduled working days.
(2) For 19 leave days per year	-	one day each 13.7 regularly scheduled working days.
(3) For 25 leave days per year	-	one day each 10.4 regularly scheduled working days.

This earning schedule is based on 260 working days per year and a five-day week.

Permanent part-time employees will earn days at the same rate, i.e., calculated on the number of days worked, provided they work at least 20 hours per week.

Section 3. Annual Leave may be taken as follows:

(1) Leave may be taken one day at a time, with permission of the supervisory authority, and will be used for all personal business and family emergencies.

(2) For purposes of this Article, a leave year is defined as January 1 to December 31.

Up to ten (10) accumulated leave days may be carried forward to the next leave year. Such leave days must be used within the next leave year. Any accumulated leave time over ten (10) days not taken by December 31 of each leave year will be forfeited. However, the Personnel Board may grant an additional carryover of five (5) leave days, for a maximum of fifteen (15) leave days, to the next leave year by considering a written appeal by an employee who is contemplating an extended leave prior to April 1 of the next following leave year. In all cases, any carryover leave days which exceed ten (10), and which are not utilized by April 1 of the next following leave year, will be forfeited. Appeals must be filed by December 1 of each leave year with the Personnel Board/Department.

(3) All permanent part-time employees who work less than the standard full-time hours per week for that portion shall receive leave time based on the average number of hours worked the three months preceding the leave year, and the years of service for determining leave time will be the same as for full-time employees.

Section 4. Any employee whose service is severed with the Town during the leave year shall be compensated for any earned and unused annual leave.

Section 5. In cases of G and S-G Schedule personnel, the Personnel Board may establish an annual leave program in accordance with the general custom of such administrative and professional groups.

ARTICLE VIII - HOLIDAYS WITH PAY

Section 1. All permanent Town employees shall be allowed the following eleven holidays with pay: New Year's Day, Martin Luther King Day, Washington's Birthday, Patriot's Day, Memorial Day, Independence Day, Labor Day, Columbus Day, Veterans Day, Thanksgiving Day, and Christmas Day. When one of the foregoing holidays falls on a Sunday, the holiday will be observed on the following Monday. When one of the foregoing holidays falls on a Saturday, the holiday will be observed on the preceding Friday. If a holiday falls on a regularly scheduled day off, or when a permanent Town employee is scheduled to work on a holiday, he shall be given an additional day off with pay or shall receive straight-time pay for the hours actually worked in addition to his regular pay.

ARTICLE IX - SICK LEAVE

Section 1. Each permanent employee shall accumulate sick leave for personal illness at the rate of one day for each four weeks of service, unless otherwise provided in a collective bargaining agreement. Sick leave will not be accumulated by an employee for any calendar month in which he is absent due to illness, injury or leave of absence for more than 20 consecutive working days. Sick leave is for the protection of employees against loss of pay because of illness and shall not be taken into account in figuring termination pay.

Section 2. If on sick pay, an employee may be compensated at his regular rate of pay for absences of not more than five (5) consecutive working days, provided the supervisory authority is satisfied that the absence was caused by the employee's illness. Sick leave with pay will be allowed for more than five (5) consecutive working days only upon submission of a doctor's certificate satisfactory to the supervisory authority; such certificate will also be filed with the employing agency. Such payment for sick leave may not exceed the employee's accrued sick leave benefit.

Section 3. Up to the limit of the dollar amount accrued, an employee may request that his sick leave and accrued annual leave be used to supplement any workmen's compensation payments, so long as sick leave, accrued annual leave, and workmen's compensation payments in each pay period do not exceed his regular after-tax income.

Section 4. When an employee is on sick leave, and his accrued leave expires, or he is receiving benefits under workmen's compensation, and his accrued leave expires, he will fall under the provisions of Article X, Leave of Absence; that is, no provision of this plan will apply, and seniority, sick leave, and annual leave will not accrue during this absence.

Section 5. When a permanent employee retires or dies, he or his beneficiary shall receive severance pay equal to the employee's most recent daily straight time rate multiplied by 60% of his unused accumulated sick leave days in effect as of his retirement or death. Such severance pay shall not exceed a maximum of $3,500. This section applies to all employees except as may be otherwise provided in a collective bargaining agreement.

ARTICLE X - LEAVE OF ABSENCE

Section 1. Any employee may apply for a leave of absence without pay. The application must be approved by both the employing agency and the Personnel Board and will be granted only under unusual conditions. If a leave of absence is granted, no provision of this Plan will apply, and seniority, sick leave and annual leave will not accrue during this absence. An employee may remain covered by the Town's Group Insurance Plan if he pays 100% of the monthly premium. This section does not apply to short term Military Leave.

ARTICLE XI - BEREAVEMENT LEAVE

Section 1. An absence with pay for a period not to exceed three days may be granted at the discretion of the Supervisory Authority in case of death of a member of an employee's immediate family. For purposes of this Article, the term "immediate family" shall mean an employee's spouse, child, father, mother, sister, brother, grandparents, father-in-law, mother-in-law, brother-in-law, or sister-in-law.

ARTICLE XII - JURY DUTY

Section 1. If an employee is called to serve on jury duty, he shall be paid the difference between compensation for serving on jury duty and his regular (base) pay. Employees serving on jury duty should make every reasonable attempt to report for work on the days on which they serve. Rea-

sonable documentary proof of actual service of jury duty must be presented to the supervisory authority in order that his compensation be paid.

ARTICLE XIII - MILITARY LEAVE

Section 1. An employee called to Reserve or National Guard duty will be compensated for the difference between his military pay and his regular (base) pay for the training period not to exceed two weeks in any year, upon satisfactory evidence of completion of the training period. Military pay shall be considered to be all pay received for the entire fourteen day period, including Saturdays and Sundays. Military leave shall not be charged to vacation time.

ARTICLE XIV - MATERNITY LEAVE

Section 1. A female employee, after having successfully completed her probationary period or, if there is no full-time basis for at least six consecutive months, shall be granted a maternity leave without pay, for the purpose of giving birth, for a period of time not to exceed eight (8) weeks provided such employee gives two (2) weeks' notice of her anticipated departure date and intention to return to work.

Section 2. Such employee, provided she has complied with Section 1 above, shall be entitled, at the conclusion of her maternity leave, to return to work at her previous or similar position with the same status she held as of the date her maternity leave commenced unless other employees with equal length of service, credit, or status have been laid off due to changes in economic or operating conditions during the period of her maternity leave.

Section 3. An employee on maternity leave may use her earned sick leave or annual leave. If she has no accrued leave available or her accrued leave expires, she will fall under the provisions of Article X, Leave of Absence; that is, no provision of this plan will apply, and seniority, sick leave and annual leave will not accrue during this absence.

ARTICLE XV - PHYSICAL EXAMINATION

Section 1. All new employees are required to have a physical examination completed prior to being hired. Physical examinations shall be done by a physician designated by the Town, at Town expense. The Town physician is responsible for recommendations to the appropriate Town department head, and for maintaining confidential medical records on the individuals. Full-time active employees of the Police and Fire Departments are also required to have annual physical examinations.

ARTICLE XVI - GRIEVANCE PROCEDURE

Section 1. Any employee who feels aggrieved by the administration of any provision of this Plan may take the matter up with his immediate supervisor.

Section 2. If the matter is not cleared up following a discussion with the immediate supervisor, the employee may submit a complaint to the employing agency in writing, which shall then give the employee an informal hearing and attempt to reach a mutually satisfactory adjustment.

Section 3. If the matter is not satisfactorily settled within two weeks after a written complaint is made, either party may submit the question to the Personnel Board. The Personnel Board shall take the matter under advisement, may hold a public or private hearing, and shall render a final and binding decision within thirty days.

ARTICLE XVII - EQUAL EMPLOYMENT OPPORTUNITY

The Town of Wayland is an equal opportunity employer. This means that it pledges that all candidates for positions and all officials and employees of the Town's agencies will be treated equally in all actions affecting them. It also means that the Town has a policy of non-discrimination which guarantees that all applicants for employment and all employees are not to be discriminated against because of race, color, age, sex, religion, national origin, political affiliations, or handicap.

ARTICLE XVIII - EXEMPTIONS

Section 1. No provision of these By-Laws or this Plan shall apply to the official duties of any elected Town Officer, or to any employee of the School Committee, unless brought under the Plan or By-Laws by the Personnel Board upon request of the School Committee; nor to any of the following work or positions while performed on a part-time basis:

Registrars-Clerical Work	Election Wardens
Election Officers and Tellers	Registrars-Listing
Milk Inspector	Inspector of Animals
Public Safety Building Janitor	Veteran's Agent

COMMENTS: This is the customary Article provided by the Personnel Board. It consists of two parts: changes in Article III of the Personnel By-Law, the Wage and Salary Classification Plan; and amendments to the other sections of the By-Law.

Article III provides a new classification plan for G- and SG-Schedule employees, ranges for non-union employees, and for non-union, part-time employees. In general, the new classification plan allows a 2% automatic cost-of-living increase on July 1, 1990, with an additional approximate 1.95% increase to be awarded on employee anniversary date, based on an evaluation of "satisfactory" or above. Salaries for non-union and part-time employees are based on market surveys. It should be noted that Clerical and Park and Recreation Unions have settled contracts for the next fiscal year. The other five union settlements are pending.

Amendments to the rest of the By-Law amplify or clarify existing language or responsibility. Article XVII is particularly noteworthy in establishing Equal Employment Opportunity as personnel policy rather than merely practice.

ARGUMENTS IN FAVOR: Amendments to the language of the By-Law allow for clarification of existing practice and policy and the addition of specific policy where it has been lacking. This permits consistent application of the By-Law and reduces ambiguities. The changes in Article III of the By-Law allow orderly and systematic salary growth, with due regard to the current financial constraints.

RECOMMENDATION: The Finance Committee recommends approval of this Article.

QUANTUM OF VOTE: Majority - See Mass. Gen. Laws, Ch. 41, Sec. 108A.

ARTICLE 4. TRANSFERS - CURRENT FISCAL YEAR

Proposed by: Finance Committee Estimated Cost: $447,129

To see if the Town will vote to appropriate a sum or sums of money for the operation and expenses of various Town departments for the current fiscal year; to determine whether such appropriations shall be provided by transfer from unappropriated available funds, by transfer of funds already appropriated for another purpose, by funds received as grants from the Commonwealth or Federal government, by borrowing under authority of the General Laws, or otherwise; and to determine what Town officer, board, or committee, or combination of them, shall be authorized to expend the money or monies appropriated therefor; or take any action relative thereto.

COMMENTS: This Article was inserted in the Warrant by the Finance Committee for the purpose of providing funds in the current year for departmental needs, unforeseen at the time that the budget was created.

1. Insurance 32B: $300,000

   Blue Cross/Blue Shield rates have increased by 100% the last two policy periods. This appropriation is necessary to meet a deficit in the Insurance Trust Fund due to these increases.

2. Schools: Instructional Services Area 1: $90,000

   These funds are necessary to meet contract settlement requirements with teachers, not budgeted in FY 1990 when the budget was presented.

3. Schools: Operational Services Area 4: $50,000

   These funds are necessary to meet the final costs incurred in the removal of oil-contaminated soil from the Claypit Hill School site.

4. Conservation: Repair Damon Carriage Shed Foundation: $7,129

   These funds would make basic repairs to the Damon Carriage Shed. Funds for this expenditure will be transferred from funds already appropriated in the Dickson Land Account.

RECOMMENDATION: The Finance Committee recommends approval of the Article.

QUANTUM OF VOTE: Majority - See Mass. G.L. Ch. 40, Sec. 5, Ch. 44, Sec. 33B. Two-thirds for Borrowing - See Mass. G.L. Ch. 44, Sec. 7.

ARTICLE 5. FY 91 OMNIBUS BUDGET

Proposed by: Finance Committee

To see what sum of money the Town will appropriate for the operation and expenses of the Town, including capital expenditures for equipment, improvements or other purposes, and to determine whether such appropriation shall be provided by taxation, by transfer from unappropriated funds, by transfer of funds already appropriated for another purpose, by borrowing under authority of the General Laws, or otherwise; or take any action relative thereto.

COMMENTS: Following the Finance Committee recommendation is a budget summary of the motion the Finance Committee expects to make under the Article. See the Finance Committee Report for additional budget information.

RECOMMENDATION: The Finance Committee recommends approval of the Article.

QUANTUM OF VOTE: Majority - See Mass. Gen. Laws, Ch. 40, Sec. 5, and Ch. 44, Sec. 33B; Two-thirds for Borrowing - See Mass. Gen. Laws, Ch. 44, Sec. 7.

FINANCE COMMITTEE BUDGET FOR FISCAL YEAR 1991
(July 1, 1990 - June 30, 1991)

	BUDGET FY 91	EXPENDED FY89	BUDGET 1990	NON OVERRIDE REQUESTED FY 1991	OVERRIDE REQUESTED FY 1991
	SELECTMEN				
1	SALARIES	500	500	500	500
2	EXPENSE	8,833	4,736	4,736	4,736
3	OUT OF STATE TRAVEL	0	50	0	0
4	REAL ESTATE OPTION	0	0	0	0
5	OTHER,METRO WEST	0	10,000	2,000	2,000
	TOTAL SELECTMEN	9,333	15,286	7,236	7,236
	CIVIL DEFENSE				
6	SALARY	1,400	1,400	0	2,500
7	EQUP,AMMO,SUPPLIES	7,132	6,131	0	5,858
8	UNIFORMS	3,742	3,757	0	2,930
	TOTAL CIVIL DEFENSE	12,274	11,288	0	11,288
	TOWN OFFICE				
	SALARIES:				
	EXECUTIVE SECRETARY		57,000	57,000	57,000
	ASST. EXEC. SECRTY		41,600	44,366	44,366
	FIN. DIR./TOWN ACCT.		49,350	51,818	51,818
	OFFICE ADMIN		33,655	24,500	24,500
	S. SCHEDULE		23,640	22,933	22,933
	CLERICAL		52,703	49,316	49,316
	PART TIME		0	0	0
	OVERTIME/LONGEVITY		4,350	4,350	4,350
9	TOTAL SALARIES	261,229	262,298	254,283	254,283
10	EXPENSE	46,943	34,229	35,300	35,300
11	PAINT TOWN BLDGS	4,655	0	0	0
12	REPAIR TOWN CLOCK	0	0	0	0
13	EQUIPMENT	15,860	5,000	5,000	5,000
14	TELEPHONES	32,241	30,400	29,000	29,000
15	CONTRACT SERVICES	28,000	28,000	28,000	28,000
16	ENERGY COMMITTEE 82	21,392	0	0	0
17	TELEPHONE CONSULTANT	0	0	0	0
	TOTAL TOWN OFFICE	410,320	359,927	351,583	351,583

	BUDGET FY 91	EXPENDED FY89	BUDGET 1990	NON OVERRIDE REQUESTED FY 1991	OVERRIDE REQUESTED FY 1991
	WAYLAND TOWN BUILDING				
18	SALARIES	50,600	53,538	48,486	48,486
19	BUILDING UTILITIES	79,900	69,900	69,900	69,900
20	EXPENSE	20,800	25,750	22,102	22,102
21	DRIVEWAY REPAIR	0	0	0	
22	VENTILATION, CONS.	0	0	0	
	TOTAL TOWN BUILDING	151,300	149,188	140,488	140,488
	OTHER TOWN BUILDG-COCHIT				
23	EXPENSES	17,982	20,000	20,000	20,000
	LOKER SCHOOL				
24	SALARIES	10,522	0	0	
25	EXPENSE	38,499	10,500	0	
26	CAPITAL REPLACEMENT	0	0	0	
	TOTAL LOKER SCHOOL	49,021	10,500	0	0
	DATA PROCESSING				
	MANAGER	41,102	40,900	42,536	42,536
	COMPUTER OPERATOR	2,000	2,000	2,200	2,200
27	TOTAL SAL	43,102	42,900	44,736	44,736
	EXPENSES				
28	FORMS,SUPPLIES	10,557	11,000	14,000	14,000
29	ENGINEERING FEES	0	0	0	0
30	EDUCATION/TRAVEL	1,000	1,000	1,000	1,000
	EQUIPMENT				
31	RENTAL AND REPAIRS	23,300	23,300	23,300	23,300
32	NEW COMPUTER SUPPLIES	19,793	5,000	4,000	4,000
33	NEW APPLICATIONS	0	18,000	0	0
34	PROFESSIONAL SERVICES	18,200	18,200	20,700	20,700
	TOTAL DATA PROCESSING	115,952	119,400	107,736	107,736

	BUDGET FY 91	EXPENDED FY89	BUDGET 1990	NON OVERRIDE REQUESTED FY 1991	OVERRIDE REQUESTED FY 1991
	TREASURER/COLLECTOR				
	TREASURER/COL. SALARY	34,242	33,650	35,656	35,656
	CLERICAL SALARY	32,056	40,730	42,259	42,259
35	TOTAL SALARIES	66,298	74,380	77,915	77,915
	EXPENSES:				
36	OPERATING EXPENSE	1,766	2,002	1,972	1,972
37	TAX TITLE EXPENSE	0	2,500	0	0
38	DEPUTY COLLECTOR EXPENSE	0	0	0	0
39	EXCISE TAX PROGRAM	7,055	1,500	1,400	1,400
40	BANKING SERVICES	0	23,620	23,620	23,620
41	LOCK BOCK SERVICES	0	6,798	6,978	6,978
	TOTAL TREAS/COLLECTOR	75,119	110,800	111,885	111,885
	ASSESSORS				
42	SALARIES	4,965	4,600	4,600	4,600
43	PROF/CLERICAL	63,897	69,356	73,656	73,656
44	EXPENSE	4,509	3,100	3,100	3,100
45	PROF SERVICES	12,163	14,644	12,199	12,199
46	PROPERTY REASSESS	12,000	100,000	98,145	98,145
47	OTHER EXPENSE				
	TOTAL ASSESSORS	97,534	191,700	191,700	191,700
48	FINANCE COMMITTEE	0	110	160	160
	PERSONNEL BOARD				
49	EXPENSE	499	500	500	500
50	ADJUSTMENT FUND	0	45,000	45,000	45,000
	TOTAL PERSONNEL BOARD	499	45,500	45,500	45,500
	TOWN COUNSEL				
	PROFESSIONAL SERVICES				
	ASSOC. TOWN COUNSEL		0	25,000	25,000
	LABOR COUNSEL		6,000	13,000	13,000
	TOWN COUNSEL	127,970	74,000	38,000	38,000
	TOTAL PROF SERVICES	127,970	80,000	76,000	76,000
	ACCRUED TAXES	0	1,500	0	0
	LEGAL EXPENSES	0	1,500	2,000	2,000
	TAX TITLE			2,500	2,500
56	TOTAL TOWN COUNSEL	127,970	83,000	80,500	80,500

	BUDGET FY 91	EXPENDED FY89	BUDGET 1990	NON OVERRIDE REQUESTED FY 1991	OVERRIDE REQUESTED FY 1991
	REGISTRARS				
57	SALARY	200	675	675	675
58	LISTING	1,662	1,500	1,500	1,500
	TOTAL REGISTRARS	1,862	2,175	2,175	2,175
	TOWN CLERK				
59	TOWN CLERK SALARY	22,500	22,500	27,500	27,500
60	TOWN CLERK ADDED COMP	400	400	400	400
61	CLERICAL	14,979	15,500	15,500	15,500
62	EXPENSE	3,270	2,051	1,987	1,987
	TOTAL TOWN CLERK	41,149	40,451	45,387	45,387
	ELECTIONS				
63	OFFICERS SALARIES	5,488	1,950	5,405	5,405
64	EXPENSE	5,008	1,840	4,228	4,228
	TOTAL ELECTIONS	10,496	3,790	9,633	9,633
	PLANNING BOARD				
65	EXPENSE	2,744	4,350	7,000	2,000
66	PROFESSIONAL SERVICES	0	2,000	12,400	2,000
67	PLANNING ADMINISTRATOR SAL	36,761	36,050	0	38,215
	TOTAL PLANNING BOARD	39,505	42,400	19,400	42,215
	TOWN SURVEYOR				
	TOWN SURVEYOR SAL	40,700	40,725	42,756	42,756
	ENGINEERING AIDE SAL	31,297	32,545	32,904	32,904
68	TOTAL SAL	71,997	73,270	75,660	75,660
69	EXPENSE	2,799	2,800	2,300	2,300
70	VEHICLE EXPENSE	355	380	1,280	1,280
71	COMPUTER SYSTEM MAINT	2,451	2,480	2,790	2,790
72	IMPLEMENTATION ASSISTANCE	0	0	0	0
73	NEW VAN	0	0	0	0
	TOTAL TOWN SURVEYOR	77,602	78,930	82,030	82,030
	CONSERVATION				
74	EXPENSE	5,139	5,611	5,963	5,963
75	PROF SERVICES/MISC	0	2,500	2,500	2,500
76	SALARIES	29,600	29,700	32,146	32,146
77	PURCHASE TRUCK				
	TOTAL CONSERVATION	34,739	37,811	40,609	40,609

	BUDGET FY 91	EXPENDED FY89	BUDGET 1990	NON OVERRIDE REQUESTED FY 1991	OVERRIDE REQUESTED FY 1991
78	PROGRAMS:FEE SUPPORT	1,277	2,798	0	0
	HISTORICAL COMMISSION				
79	PROF SERVICES	603	860	860	860
80	EXPENSE	199	254	254	254
	TOTAL HISTORICAL COMM	802	1,114	1,114	1,114
81	SURFACE WATER QUALITY	895	5,000	5,000	5,000
82	HISTORIC DISTRICT COMM	95	100	100	100
	COUNCIL ON AGING				
83	SALARIES	24,641	29,400	29,160	29,160
84	OPERATING EXPENSE	3,386	3,500	3,500	3,500
85	EQUIPMENT	251	400	400	400
86	CUSTODIAL	1,789	0	0	0
87	TRANSPORTATION	24,777	28,500	25,000	25,000
	TOTAL COUNCIL ON AGING	54,844	61,800	58,060	58,060
	TOTAL GENERAL GOVERNMENT	1,330,570	1,393,068	1,320,296	1,354,399

	BUDGET FY 91	EXPENDED FY89	BUDGET 1990	NON OVERRIDE REQUESTED FY 1991	OVERRIDE REQUESTED FY 1991
	POLICE				
	SALARIES				
	POLICE CHIEF SALARY	45,200	45,210	52,421	52,421
	LIEUTENANT	40,050	39,084	40,627	40,627
	YOUTH OFFICER SAL	29,426	0	0	0
	SERGEANTS SALARY	164,309	172,265	175,220	175,220
	DETECTIVES SAL	85,485	50,858	0	0
	SPECIALISTS	0	138,750	115,524	147,500
	PATROLMEN SAL	305,496	277,500	288,466	288,466
	INTERNS SAL	6,021	4,993	5,243	5,243
	OVERTIME SAL	84,718	72,279	75,134	75,134
	HOLIDAY SAL	30,405	39,616	39,347	39,347
	SCHOOL TRAFFIC SUPR	13,388	0	8,202	8,202
	SPECIALS	29,777	0	0	0
	COURT TIME	10,870	10,000	10,500	10,500
	CLERK	21,256	23,018	24,169	24,169
	TUITION REIMB	3,000	3,000	3,000	3,000
	SUBS SEC,CROSSING GUARD	0	0		
	NIGHT DIFFERENTIAL	11,053	14,535	15,109	15,109
	LONGEVITY	0	0	3,300	3,300
	PROFESSIONAL STIPEND	0	0	6,000	6,000
	ED. INCENTIVE	0	0	49,041	49,041
1	TOTAL SALARIES	880,454	891,108	911,303	943,279
	EXPENSE:				
2	OPERATING EXPENSE	10,024	10,600	10,850	10,850
3	UNIFORM EXPENSE	12,941	11,900	12,150	12,150
4	TRAINING EXPENSE	27,625	27,625	30,000	30,000
5	YOUTH OFFICER EXPENSE	797	800	800	800
6	CRIME PREVENTION	800	800	800	800
7	SPECIAL SERVICES	495	0	500	500
8	ANNUAL PHYSICALS	1,076	2,000	2,000	2,000
9	OUT-OF-STATE TRAVEL	1,496	1,500	1,500	1,500
10	PUBLIC SAFETY COMPUTER	0	5,000	5,000	5,000
	EQUIPMENT				
11	POLICE CARS PURCHASE	49,600	51,600	58,260	58,260
12	VEHICLE OPERATION EXPENSE	15,000	15,000	15,000	15,000
13	NEW EQUIPMENT,MISC,OFFICE	1,837	2,103	2,103	2,103
14	OTHER EQUIPMENT	1,200	0	0	0
15	EQUIPMENT MAINT & REPAIR	4,281	4,300	5,100	5,100
16	VEHICLE GASOLINE	25,842	21,000	21,000	21,000
17	ACCREDITATION	9,113	0	0	0
18	RADIO- BAPERN FEE	10,057	0	0	0
	TOTAL POLICE DEPT	1,052,638	1,045,336	1,076,366	1,108,342

	BUDGET FY 91	EXPENDED FY89	BUDGET 1990	NON OVERRIDE REQUESTED FY 1991	OVERRIDE REQUESTED FY 1991
	FIRE				
	SALARIES				
	CHIEF SALARY	49,304	49,260	51,725	51,725
	DEPUTY CHIEF SAL	35,047	37,021	38,483	38,483
	CAPTAINS SAL	94,705	100,050	104,001	104,001
	FIREFIGHTERS SAL	525,406	564,715	585,082	585,082
	LONGEFITY	300	300	300	300
	INCENTIVE & EMT	31,100	26,700	29,900	29,900
	OVERTIME	59,607	63,402	62,767	62,767
	CALLBACK PAY	9,664	10,000	10,000	10,000
	HOLIDAY PAY	34,845	34,034	38,405	38,405
	CALLMEN HOURLY	2,748	5,000	5,000	5,000
	CALLMEN ANNUALLY	0	3,500	3,500	3,500
	CLERICAL PART TIME	2,472	2,500	2,500	2,500
	CALLBACK PAY: AMBULANCE	23,504	30,000	0	30,000
19	TOTAL SALARIES	868,702	926,482	931,663	961,663
20	OPERATING EXPENSE	7,694	7,828	7,828	7,828
21	AMBULANCE EXPENSE	3,734	4,000	4,000	4,000
22	FIRE ALARM SYSTEM EXPENSE	2,742	2,800	2,800	2,800
23	TRAINING AND EDUCATION	1,800	1,800	1,800	1,800
24	UNIFORM EXPENSE	10,286	10,500	10,500	10,500
25	OUT OF STATE TRAVEL	0	300	300	300
26	PHYSICAL EXAMS	3,814	2,700	2,700	2,700
	EQUIPMENT				
27	MISC. EQUIPMENT & HOSE	9,944	10,000	10,000	10,000
28	EQUIPMENT MAINTENANCE	5,644	5,700	5,700	5,700
29	EQUIPMENT RENTAL	600	600	600	600
30	VEHICLE GASOLINE	4,866	6,000	6,000	6,000
31	COMPUTER	0	0	5,000	5,000
	TOTAL FIRE DEPT.	919,826	978,710	988,891	1,018,891
	INSPECTION				
	SALARIES				
	BLDG.&ZONING INSP.SAL	31,711	31,010	32,561	32,561
	DEP BLDG INSP	15,142	11,848	12,085	12,085
	SUB INSPECTOR SAL	1,687	1,770	1,806	1,806
	WIRING INSPECTOR	8,468	8,891	9,069	9,069
	GAS INSPECTOR	4,250	4,463	4,552	4,552
	PLUMBING INSPECTOR	4,456	4,763	4,702	4,702
	CLERICAL	30,724	27,017	26,603	30,593
	SEALER OF WEIGHTS,MEAS	206	500	500	500
32	TOTAL SALARIES	96,644	90,262	91,878	95,868

	BUDGET FY 91	EXPENDED FY89	BUDGET 1990	NON OVERRIDE REQUESTED FY 1991	OVERRIDE REQUESTED FY 1991
	EXPENSE:				
33	BUILDING & ZONING EXPENSE	2,111	2,400	2,775	2,775
34	INSPECTORS EXPENSE	2,383	2,400	2,100	2,100
35	ZONING BOARD EXPENSE	785	785	785	785
36	OUT OF STATE TRAVEL	0	465	0	0
	EQUIPMENT				
37	VEHICLE EXPENSE	1,000	1,200	1,200	1,200
38	VEHICLE PURCHASE	0	0	0	0
39	OFFICE EQUIP	601	750	0	0
40	VEHICLE GASOLINE	824	840	840	840
41	CONTRACT SERVICES	0	550	1,725	1,725
	DOG OFFICER:				
42	DOG OFFICER SALARY	20,654	19,320	20,480	20,480
43	DOG OFFICER EXPENSE	1,294	1,100	1,670	1,670
44	BOARD VET FEES	1,551	1,670	1,100	1,100
45	VEHICLE EXPENSE	318	700	700	700
46	DOG VAN	0	0	0	0
47	COPY MACHINE	0	0	0	0
	TOTAL INSPECTION	128,165	122,442	125,253	129,243
	JOINT COMMUNICATIONS				
48	DISPATCHERS SAL	175,486	184,371	193,839	193,839
49	OPERATING EXPENSE	17,600	18,840	18,840	18,840
50	BLDG. EXPENSE,MAINT,REPAIR	12,600	12,600	12,600	12,600
51	BLDG. EXP UTILITIES	45,400	45,400	45,400	45,400
52	EQUIPMENT	0	300	3,670	3,670
53	REPAIRS PUBLIC SAFETY BLDG	0	0	10,000	10,000
	TOTAL JOINT COMM	251,086	261,511	284,349	284,349
	TOTAL PROTECTION	2,351,715	2,407,999	2,474,859	2,540,825

	BUDGET FY 91	EXPENDED FY89	BUDGET 1990	NON OVERRIDE REQUESTED FY 1991	OVERRIDE REQUESTED FY 1991
	BOARD OF HEALTH				
	SALARIES:				
	BOARD MEMBERS	150	150	150	150
	HEALTH INSPECTOR	11,037	0	0	0
	SECRETARY TO THE BOARD	24,687	22,172	24,428	24,428
	ANIMAL INSPECTOR	780	804	804	804
	SUB INSPECTOR	0	720	720	720
	HEALTH DIRECTOR	0	36,000	36,050	36,050
1	TOTAL SALARIES	36,654	59,846	62,152	62,152
	EXPENSES:				
2	OFFICE EXPENSE	3,051	4,000	4,000	4,400
3	IN STATE TRAVEL EXPENSE	104	1,700	700	700
	CONTRACT/PROF SERVICES				
4	MENTAL HEALTH CLINICS	40,914	42,730	42,730	42,730
5	PARMENTER NURSING CARE	126,147	126,247	126,247	126,247
6	MOSQUITO CONTROL	14,000	14,000	14,000	14,000
	SPECIAL BUDGET ITEMS:				
7	WATER QUALITY STUDY	0	3,500	3,500	3,500
8	HAZARDOUS WASTE MGT	23,694	10,000	10,000	11,286
9	SANITARIAN & ENVIRON	27,906	36,645	35,339	36,645
	TOTAL BOARD OF HEALTH	272,470	298,668	298,668	301,660
	HIGHWAY				
	SALARIES:				
	HIGHWAY SUPERINTENDENT	31,326	29,700	40,200	40,200
	CLERK SALARY	21,231	22,311	23,279	23,279
	HIGHWAY LABOR SALARY	307,402	320,104	312,327	332,103
	OVERTIME,LABOR	34,000	46,000	46,000	48,300
	PART TIME	9,400	16,913	18,422	18,422
1	TOTAL SALARIES	403,359	435,028	440,228	462,304
	MAINTENANCE:				
2	MAINTENANCE OF ROADS	45,000	49,500	49,500	49,500
3	MAINTENANCE OF EQUIPMENT	65,000	65,000	65,000	69,500
4	SNOW REMOVAL	39,206	51,000	51,000	51,000
5	SNOW REMOVAL/PRIVATE WAYS	0	7,000	0	7,000
	CONTRACT/PROFESSIONAL SERVICES				
6	CONTRACT SWEEPING/LEASE	17,980	18,000	0	0
7	CONTRACT BASIN CLEANING	10,899	12,000	12,000	12,000
8	CONTRACT LINE PAINTING	7,000	7,000	7,000	7,000
9	LANDFILL MISC.	0	0	0	0
10	SIDEWALK CONSTRUCTIUON	0	0	0	0
11	ROAD RESURFACING	97,378	125,000	125,000	150,000

	BUDGET FY 91	EXPENDED FY89	BUDGET 1990	NON OVERRIDE REQUESTED FY 1991	OVERRIDE REQUESTED FY 1991
	EQUIPMENT				
12	EQUIPMENT MISC.	6,645	7,000	7,000	7,000
13	SIDEWALK TRACTOR	0	0	0	0
14	NEW EQUIPMENT	0	73,000	0	0
15	EQUIPMENT LEASE	0	0	5,000	5,000
	BUILDING MAINTENANCE:				
16	HIGHWAY GARAGE REPAIR	1,762	6,000	6,000	6,000
17	HIGHWAY GARAGE UTILITIES	20,291	22,000	22,000	22,000
18	OTHER GARAGE EXPENSE	3,000	3,000	3,000	3,000
	TOTAL HIGHWAY	717,520	880,528	792,728	851,304
	HIGHWAY-LANDFILL				
	EXPENSE:				
19	WASTE,OIL COLLECTION	0	3,000	3,000	3,000
20	LEACHATE COLLECTION	12,256	26,000	10,150	10,150
21	DISPOSAL OF METAL	5,000	4,000	4,200	4,200
22	DISPOSAL OF WOOD	14,808	3,500	12,250	12,250
23	RECYCLE TRASH	0	3,500	3,500	3,500
24	FUEL	0	0	0	0
	PROFESSIONAL SERVICES				
25	MISC. ENGINEERING	19,876	20,000	64,500	64,500
26	HAZARDOUS WASTE COLL	0	0	0	10,000
27	OPERATING CONTRACT	168,999	169,000	185,000	185,000
	BUILDING:				
28	REPAIRS	550	1,200	1,200	1,200
29	UTILITIES	0	3,000	3,000	3,000
30	OTHER EXPENSE	7,545	0	0	0
31	SALARIES	0	25,000	26,250	26,250
32	MAINT REPAIRS	0	0	0	0
33	NEW EQUIPMENT				
	TOTAL LANDFILL	229,034	258,200	313,050	323,050
	HIGHWAY-SEPTAGE FACILITY				
	SALARIES				
	CHIEF OPERATOR	18,355	30,600	35,004	35,004
	ASSISTANT OPERATOR	23,932	27,825	29,216	29,216
	OPERATOR	25,793	27,825	29,216	29,216
	FRINGE BENEFITS	1,963	5,000	16,550	16,550
	OVERTIME	9,265	7,600	9,800	9,800
	ADMINISTRATION	15,000	15,000	35,000	35,000
	LABORER	0	3,120	3,276	3,276
34	TOTAL SALARIES	94,308	116,970	158,062	158,062

	BUDGET FY 91	EXPENDED FY89	BUDGET 1990	NON OVERRIDE REQUESTED FY 1991	OVERRIDE REQUESTED FY 1991
	EXPENSE:				
35	UTILITIES	42,287	42,000	42,000	42,000
36	EXPENSE-MISC.	5,126	6,000	6,500	6,500
37	CHEMICALS	26,149	26,000	30,500	30,500
38	INSURANCE	6,000	6,000	7,449	7,449
39	LAB	2,323	4,000	5,000	5,000
40	OPER REV COMMITTEE	294	500	500	500
41	PROF SERVICES	0	5,000	5,000	5,000
	EQUIPMENT				
42	MATERIALS & SUPPLIES	5,271	6,000	6,000	6,000
43	MAINTENANCE	21,873	22,000	22,000	22,000
44	ENERGY	368	1,000	1,000	1,000
45	PURCHASE/RENTAL	2,042	7,600	7,600	7,600
	BUILDING				
46	ENERGY	2,726	5,000	5,000	5,000
47	UTILITIES	1,074	1,500	1,500	1,500
48	MAINTENANCE,REPAIR	0	3,500	3,500	3,500
49	CAPITAL REPLACEMENT	39,516	50,000	135,000	135,000
50	DEBT & INTEREST PAYM	0	0	43,009	43,009
	TOTAL HIGHWAY SEPTAGE	249,357	303,070	479,620	479,620
	WELFARE				
1	VET BENEFIT APPROP	12,500	7,500	7,500	7,500
2	MISCELLANEOUS	2,992	400	400	400
3	SALARIES	0	2,600	2,600	2,600
	TOTAL WELFARE	15,492	10,500	10,500	10,500
	SCHOOLS				
1	REGULAR INSTRUCTION 1	5,509,332	5,700,262	5,929,245	6,180,760
2	SPECIAL INSTRUCTION 2	1,683,271	1,641,125	1,706,955	1,874,609
3	INSTRUCTIONAL SERVICES 3	1,389,930	1,443,876	1,359,565	1,539,166
4	OPERATIONS SERVICES 4	1,423,859	1,450,292	1,322,077	1,352,753
5	POLICY ADMIN. SERV. 5	419,419	420,117	437,380	437,380
6	OUT OF STATE TRAVEL 6	11,148	11,700	12,650	12,650
	TOTAL SCHOOLS	10,436,959	10,667,372	10,767,872	11,397,318
7	REGIONAL VOCATIONAL SCHOOL	214,020	206,085	175,809	175,809

	BUDGET FY 91	EXPENDED FY89	BUDGET 1990	NON OVERRIDE REQUESTED FY 1991	OVERRIDE REQUESTED FY 1991
	DETACHED SOCIAL WORKER				
	DETACHED SOCIAL WORKER	39,300	41,250	43,300	43,300
	ASSOC DETACHED SOCIAL WORKER	26,000	29,205	30,180	31,000
8	TOTAL SOCIAL WORKER SAL	65,300	70,455	73,480	74,300
9	EXPENSE	2,316	2,325	1,000	2,003
10	AUTOMOBILE EXPENSE	631	700	0	350
11	AUTOMOBILE	0	0	0	350
	TOTAL DETACHED SOC WORKER	68,247	73,480	74,480	77,003
	LIBRARY				
	SALARIES				
	LIBRARY DIRECTOR	38,473	38,785	41,149	41,149
	ADM ASSISTANT	22,223	23,267	24,479	24,479
	CHILDREN'S LIBRARIAN	29,017	29,705	27,422	27,422
	ASST. CHILDREN'S LIBRARIAN	21,257	22,379	20,282	20,282
	LIBRARY ASSISTANTS	57,986	0	0	0
	PAGES SALARY	3,451	7,895	4,759	5,558
	CLERKS SALARY	22,025	9,809	8,205	12,749
	CUSTODIAN SALARY	18,383	20,682	21,711	21,711
	REF LIBRARIAN/SUNDAY	0	1,729	0	1,714
	TECH SERVICE & REF	27,661	29,605	30,751	30,751
	CIRCULATION	21,094	65,004	79,266	79,266
	CIRCULATION-NIGHTS	0	0	0	0
	LIBRARY ASST. PART TIME	0	12,164	0	0
	SATURDAY DIFFERENTIAL	1,533	540	540	540
1	TOTAL SALARIES	263,103	261,564	258,564	265,621
2	OPERATING EXPENSE	30,000	32,000	33,000	35,000
3	OUT OF STATE TRAVEL	550	550	550	550
4	TUITION REIMBURSEMENT	353	1,500	1,500	1,500
5	EQUIPMENT	0	0	0	0
6	MATERIALS PURCHASE	42,000	42,000	43,000	45,000
7	STATE AID, MATERIALS	5,997	6,000	6,000	6,000
8	REFURBISHING	0	0	0	0
9	BUILDING REPAIRS	1,443	1,500	2,500	3,500
10	LIBRARY AUTOMATION	20,209	19,000	19,000	20,000
	TOTAL LIBRARY	363,655	364,114	364,114	377,171

	BUDGET FY 91	EXPENDED FY89	BUDGET 1990	NON OVERRIDE REQUESTED FY 1991	OVERRIDE REQUESTED FY 1991
	PARK & RECREATION				
	SALARIES:				
	SUPERINTENDENT	43,612	42,325	46,498	46,498
	LABOR	150,887	168,298	159,643	159,643
	CLERICAL REGULAR	22,404	17,538	21,520	21,520
	SPECIALISTS	1,588	0	0	0
1	TOTAL SALARIES	218,491	228,161	227,661	227,661
	EXPENSE:				
2	REPAIRS & MISC.	38,775	37,930	37,980	37,980
3	MATERIALS & SUPPLIES	8,478	8,480	8,480	8,480
4	UNIFORM EXPENSE	2,280	2,660	2,660	2,660
5	TREE PLANTING	1,205	1,500	1,500	1,500
6	BUILDING REPAIRS & MAT	3,450	0	0	0
7	RECORDED SERVICES	369	500	500	500
8	PLAYGROUND APPARATUS	800	500	500	500
9	TRAVEL & DUES IN STATE	549	550	500	500
10	TRAVEL OUT OF STATE	1,049	1,050	1,050	1,050
	EQUIPMENT				
11	MISC SMALL EQUIPMENT	1,964	1,000	1,000	1,000
12	REPAIR SUPPLY & EQUIP	4,500	4,500	4,500	4,500
13	NEW EQUIPMENT(TRUCKS,MOW)	0	63,000	0	0
	BUILDING REPAIRS				
14	LIGHTING, ETC.	4,000	4,005	4,505	4,505
	CONTRACT/PROF SERVICES				
15	TREE TRIMMING	17,999	18,000	18,000	18,000
16	PUBLIC WORKS EXPENSE	2,969	2,000	2,000	2,000
17	DUTCH ELM DISEASE EXP	450	800	800	800
	TOTAL PARK & RECREATION	307,328	374,636	311,636	311,636
18	FEE SUPPORTED PROGRAMS	185,774	300,000	375,000	375,000

	BUDGET FY 91	EXPENDED FY89	BUDGET 1990	NON OVERRIDE REQUESTED FY 1991	OVERRIDE REQUESTED FY 1991
	UNCLASSIFIED				
1	INSURANCE GENERAL	292,191	300,000	325,000	325,000
2	INSURANCE 32B	742,065	800,000	1,000,000	1,000,000
3	UNEMPLOYMENT COMPENSATION	14,911	10,000	10,000	10,000
4	STREET LIGHTING	79,806	77,000	77,000	77,000
5	HYDRANT RENTAL	41,000	41,000	41,000	41,000
6	TOWN MEETING WARRANT	15,002	13,000	16,000	16,000
7	RESERVE FUND	123,000	123,000	138,000	138,000
8	PUBLIC CEREMONIES	1,476	1,200	1,200	1,200
9	TOWN MEETING NOTICES	5,000	5,000	0	0
10	SURETY BONDS	1,000	1,000	1,000	1,000
11	TOWN CLOCKS	19	200	200	200
12	NON CONTRIBUTORY PENSION	25,224	26,500	28,000	28,000
13	PENSION DISIBILITY ACCT	0	10,000	10,000	10,000
14	OCCUPATIONAL HEALTH NURSE	16,830	12,000	12,000	12,000
15	EMPLOYEE ASSIST PROGRAM	6,200	7,500	0	0
16	MEDICAL CONTRIBUTION	50,000	50,000	50,000	50,000
	TOTAL UNCLASSIFIED	1,413,724	1,477,400	1,709,400	1,709,400
	DEBT AND INTEREST				
	INTEREST				
1	BOND ANTICIPATION NOTES	19,737	9,000	10,000	10,000
2	BOND ANTICIPATION NOTES EX	0	0	215,000	215,000
3	FAAN	22,200	0	0	0
4	ANTICIPATION REVENUE	0	10,000	10,000	10,000
5	SCHOOLS, 1972	9,000	6,750	4,500	4,500
6	SCHOOLS, 1976	0	0	0	0
7	NEW TOWN BUILDING	0	0	0	0
8	MULTI PURPOSE 1984	1,500	0	0	0
9	MULTI PURPOSE 1985 EXEMPT	32,287	27,413	22,538	22,538
10	MULTI PURPOSE 1985	1,300	650	0	0
11	MULTI PURPOSE 1986 EXEMPT	100,122	55,313	47,188	47,188
12	MULTI PURPOSE 1986	0	30,825	13,650	13,650
13	LAKE SHORE,LINER	9,292	6,638	3,983	3,983
14	MULTI PURPOSE 1988	126,586	72,200	59,880	59,880
15	ROAD ISSUE 1987 EXEMPT	242,550	217,350	192,150	192,150
16	BOND ISSUE 1989	0	22,855	29,016	29,016
17	BOND ISSUE EXEMPT 1989	0	0	206,119	206,119
18	STATE HOUSE NOTE,INT	0	0	1,740	1,740
	MATURING DEBT				
19	1972 SCHOOL	45,000	45,000	45,000	45,000
20	BOND SALE EXPENSE	0	3,126	0	0
21	MULTI PURPOSE 1984	0	0	0	0
22	REGISTERED BOND COST	2,230	1,300	972	972
23	MULTI PURPOSE 1985 EXEMPT	75,000	75,000	75,000	75,000
24	MULTI PURPOSE 1985	10,000	10,000	0	0

BUDGET FY 91		EXPENDED FY89	BUDGET 1990	NON OVERRIDE REQUESTED FY 1991	OVERRIDE REQUESTED FY 1991
25	MULTI PURPOSE 1986 EXEMPT	125,000	125,000	125,000	125,000
26	MULTI PURPOSE 1986	90,000	90,000	60,000	60,000
27	LAKE SHORE, LINER	45,000	45,000	45,000	45,000
28	NEW BOND ISSUE 1988	167,000	220,000	220,000	220,000
29	ROAD ISSUE 1987 EXEMPT	450,000	450,000	450,000	450,000
30	BOND ISSUE 1989 EXEMPT	0	0	257,000	257,000
31	BOND ISSUE 1989	0	0	78,000	78,000
32	STATE HOUSE NOTES	0	0	8,000	8,000
	TOTAL DEBT & INTEREST	1,573,804	1,523,420	2,179,736	2,179,736
GRAND TOTAL BUDGET		19,729,669	20,538,540	21,647,768	22,464,431

	Override Budget FY 1991	Non-Override Budget FY 1991	Appropriated FY 1990	Override Increase	Non-Override % Increase
General Government	1,354,399	1,320,296	1,393,068	- 2.8%	- 5.2%
Protection	2,540,825	2,474,859	2,407,999	5.5%	2.8%
Health	301,660	298,668	298,668	1.0%	0%
Highway	851,304	792,728	880,528	- 3.3%	-10.0%
Landfill	323,050	313,050	258,200	25.1%	21.2%
Septage Facility	479,620	479,620	303,070	58.3%	58.3%
Veterans' Benefits	10,500	10,500	10,500	0%	0%
Schools	11,397,318	10,767,872	10,667,372	6.8%	0.9%
Reg. Voc. Schools	175,809	175,809	206,085	-14.7%	-14.7%
Det. Social Worker	77,003	74,480	73,480	4.8%	1.4%
Libraries	377,171	364,114	364,114	3.6%	0%
Park & Recreation	311,636	311,636	374,636	-16.8%	-16.8%
Fee Supported Programs	375,000	375,000	300,000	25.0%	25.0%
Unclassified	1,709,400	1,709,400	1,477,400	15.7%	15.7%
Debt & Interest	2,179,736	2,179,736	1,523,420	43.1%	43.1%
TOTAL	$22,464,431	$21,647,768	$20,538,540	9.4%	5.4%

ARTICLE 6. FY 91 WATER DEPARTMENT BUDGET

Proposed by: Finance Committee

To see if the Town will appropriate a sum of money for the Water Department to be expended pursuant to the authority of the Water Commissioners; to determine whether such appropriation shall be provided by taxation, by appropriation from available funds, by transfer of funds already appropriated for another purpose, by borrowing under the authority of the General Laws, or otherwise; or take any action relative thereto.

COMMENTS: This Article provides funds according to the proposed budget below for the operation of the Water Department for the coming fiscal year 1991.

WATER DEPARTMENT

	EXPENDED FY 1989	APPROPRIATED FY 1990	RECOMMENDED FY 1991
Salaries			
Commissioners (3)	225	225	225
Superintendent	42,715	41,175	46,025
Town Office	27,117	27,962	33,078
Labor Salary	141,356	183,638	186,520
	211,413	253,600	265,848
Maintenance	109,262	238,700	242,100
Equipment			
New Compressor	13,078	—	—
New Pick-up	8,000	—	—
Special Budget Items			
Water Main Improvement	—	30,000	10,000
Meter Renewal	1,455	10,000	—
New Well & Pumping Station	311,767	30,000	60,000
Police Details	1,635	3,000	3,000
Cost of Borrowing for Tank Dome & Betterment ($175,000 & $80,000)	—	42,500	42,500
Clean Wells	12,236	10,000	30,000
	668,846	617,200	653,448

RECOMMENDATION: The Finance Committee recommends approval of the Article.

QUANTUM OF VOTE: Majority - See Mass. G.L. Ch. 40, Sec. 5, and Ch. 44, Sec. 33B. Two-thirds for Borrowing - See Mass. G.L. Ch. 44, Sec. 33B

ARTICLE 7. WATER DEPARTMENT EQUIPMENT ACCOUNT

Proposed by: Water Commissioners Estimated Cost: $31,483

To see if the Town will vote to appropriate a sum of money to be expended by the Board of Water Commissioners for the purchase of equipment; to determine whether such appropriation shall be provided by taxation, by appropriation from available funds, by transfer from the Stabilization Fund, by transfer from funds already appropriated for another purpose, or otherwise; or take any other action relative thereto.

COMMENTS: This Article will transfer $15,518.49 from the "New Compressor" account and $15,964.58 from the "New Backhoe" account to a new account entitled "Equipment". These funds will be used to purchase a 1-1/2 ton dump truck, and a 1/2 ton pick-up truck, both necessary replacements for which funds are available as noted.

RECOMMENDATION: The Finance Committee recommends approval of this Article.

QUANTUM OF VOTE: Majority - See Mass. Gen. Laws, Ch. 40, Sec. 5 and Ch. 44, Sec. 33B.

ARTICLE 8. COMPENSATION FOR ELECTED OFFICIALS

Proposed by: Board of Selectmen Estimated Cost: $32,975

To see if the Town will fix the salary and compensation of all elected officers of the Town pursuant to G.L. Chapter 41, Section 108, to be effective July 1, 1990, which salary and compensation are printed below.

SALARY SCHEDULE - ELECTED TOWN OFFICERS

	FY 1990	FY 1991
Selectmen (5)	100	100
Assessors - Chairman	1,600	1,600
- Assessors (2)	1,500	1,500
Town Clerk	25,000	27,500
Board of Health Members (3)	50	50
Water Commissioners (3)	75	75

COMMENTS: The salary recommendations are as indicated in the budget. The Finance Committee recommends that they be made effective July 1, 1990.

RECOMMENDATION: The Finance Committee recommends approval of the Article.

QUANTUM OF VOTE: Majority - see Mass. G.L. Ch. 41, Sec. 108.

ARTICLE 9. JOINT UNDERTAKING AUTHORITY FOR SHERMAN'S BRIDGE ROAD BRIDGE

Proposed by: Road Commissioners

To see if the Town will vote to authorize the Board of Road Commissioners under provisions of Massachusetts General Laws, Chapter 40, Section 4A, to enter into an agrement with the Town of Sudbury to jointly design and rehabilitate or reconstruct Sherman's Bridge Road Bridge.

COMMENTS: Any cooperative project with another municipality where funds may be jointly utilized requires Town Meeting authorization. This Article would permit joint work on Sherman's Bridge with the Town of Sudbury, if and when Town Meeting authorizes the spending of the requisite funds.

RECOMMENDATION: The Finance Committee recommends approval of the Article.

QUANTUM OF VOTE: Majority - See Mass. Gen. Laws, Ch. 40, Sec. 4A.

ARTICLE 10. RENOVATION/REPLACEMENT OF SHERMAN'S BRIDGE ROAD BRIDGE

Proposed by: Road Commissioners Estimated Cost: $10,000

To see if the Town will vote to appropriate a sum of money to be expended by the Board of Road Commissioners for the cost of the reconstruction of the footbridge portion replacement of the bridge known as Sherman's Bridge Road Bridge, and to determine whether such money shall be provided by taxation, by appropriation from available funds, by transfer from the Stabilization Fund, by borrowing under authority of the Massachusetts General Laws, by funds received as grants from the Commonwealth, the Federal Government, or otherwise; or take any action relative thereto.

RECOMMENDATION: The Finance Committee had insufficient time to discuss this Article and therefore defers a recommendation until Town Meeting.

QUANTUM OF VOTE: Two-thirds for Borrowing - See Mass. Gen. Laws, Ch. 44, Sec. 7; otherwise, by Majority - See Mass. Gen. Laws, Ch. 40, Sec. 5 and Ch. 44, Sec. 33B.

ARTICLE 11. BACKUP TANK

Proposed by: Road Commissioners

Estimated Cost:
$300,000 To Be Raised by Fee Structure

To see if the Town will appropriate a sum of money to be expended by the Board of Selectmen upon the recommendation of the Board of Road Commissioners for the purchase of a backup tank at the Wayland/ Sudbury Septage Treatment Facility; and to determine whether such money shall be provided by taxation, appropriation from available funds, by transfer of funds already appropriated for another purpose, by funds received as grants from the Commonwealth or Federal government, by borrowing under the provisions of the General Laws, or otherwise; or take any action relative thereto.

COMMENTS: The Road Commissioners have requested passage of this Article so that they may purchase an additional holding tank to supplement the Primary Clarifier and the Gravity Thickener tanks. This additional tank is necessitated during failure and routine maintenance of the other two tanks, and is required by the state before it will grant an upgraded discharge permit. This permit is required to allow the septage facility to discharge the volume of waste which the facility has experienced and expects to receive on a regular basis in the near future.

ARGUMENTS IN FAVOR: This needed piece of equipment will offer a level of redundancy which is prudent, and in any event, required by the state for the new discharge permit. In addition, the cost will be covered by fees generated and recovered by the facility's enterprise fund.

RECOMMENDATION: The Finance Committee recommends approval of this Article.

QUANTUM OF VOTE: Majority - See Mass. Gen. Laws, Ch. 40, Sec. 5.

ARTICLE 12. MECHANICAL BAR SCREEN

Proposed by: Road Commissioners

Estimated Cost:
$123,000 Federal and State Reimbursement

To see if the Town will vote to appropriate a sum of money to be expended by the Board of Selectmen upon the recommendation of the Board of Road Commissioners for the purchase of a Mechanical Bar Screen for the Wayland/ Sudbury Septage Treatment Facility; and to determine whether such money shall be provided for by taxation, appropriation from available funds, by transfer of funds already appropriated for another purpose, by funds received as grants from the Commonwealth or Federal government, by borrowing under the provisions of the General Laws, or otherwise; or take any action relative thereto.

COMMENTS: The Road Commissioners are requesting authorization to purchase a Bar Screen for the septage facility. The $123,000 cost is ultimately 100% reimbursable by the EPA under the innovative and alternative provisions of the original Septage Facility Construction Grant. This device will screen out all solid waste which at present causes premature failure in the facility's processing equipment.

RECOMMENDATION: The Finance Committee recommends approval of this Article.

QUANTUM OF VOTE: Majority - See Ch. 40, Sec. 5; also, two-thirds for Borrowing - See M.G.L. Ch. 44, Sec. 7.

ARTICLE 13. AMEND ZONING BY-LAWS - CLARIFY ENFORCEMENT RESPONSIBILITY

Proposed by: Board of Selectmen

To see if the Town will vote to amend the Zoning By-Laws of the Town of Wayland as follows:

1) By striking paragraph one of SECTION XI. ENFORCEMENT in its entirety and inserting in its place and stead the following new paragraph one:

"The Building Inspector/Zoning Enforcement Officer shall be charged with the enforcement of these Zoning By-Laws. He shall withhold any permit for the construction, alteration, or moving of any building or structure if the building or structure as constructed, altered, or moved would be in violation of any Zoning By-Law"; and

2) By striking the word "special" from the second paragraph of said SECTION XI;

or take any action relative thereto.

COMMENTS: This Article was inserted into the Warrant by the Selectmen to amend Section XI of the By-Laws in order to clarify and formally name the Building Inspector as the Enforcement Officer. In essence, this will codify a function that the Building Inspector already performs as part of his regular responsibilities.

RECOMMENDATION: The Finance Committee recommends approval of this Article.

QUANTUM OF VOTE: Two-thirds - See Mass. Gen. Laws, Ch. 40A, Sec. 5.

ARTICLE 14. PROPOSED BY-LAW GOVERNING THE USE OF ALARMS

Proposed by: Board of Selectmen

To see if the Town will vote to adopt the following new By-Law governing the use of alarms:

"Article 30. False Alarms:

Section 1. Definitions: For the purpose of this By-law, the following words and phrases shall have the following meaning(s):

'Alarm system' shall mean any assembly of equipment and/or devices that are designed to be activated either manually or automatically for the purpose of drawing attention to the presence of a hazard or situation, criminal or otherwise, to which the police are expected to respond.

'Alarm user' shall mean any person or business on whose premises and alarm system is installed and maintained within the Town of Wayland, except for alarm systems that are installed in or on motor vehicles.

'False alarm' shall mean:

1.) The activation of an alarm system through mechanical failure, malfunction, improper installation, or negligence of the user of the alarm system or his/her employees or agents; and

2.) Any signal or communication transmitted to the police department requesting, requiring, or resulting in a response from the police department when, in fact, there has been no unauthorized entry or intrusion into the premises, and there has been no attempted robbery or burglary at the premises. Excluded from this definition shall be the activation of an alarm system by power outages, utility companies, or other outside sources, hurricanes, severe storms and similar conditions.

Section 2. False Alarms: After the police department has recorded three (3) separate false alarms within the calendar year, the alarm user shall be assessed the following fees:

$25.00 for the 4th false alarm $50.00 for the 5th and subsequent false alarms

Failure to pay the fee within the prescribed time period will result in court action for violation of a town By-Law or a municipal charges lien being placed on the real property pursuant to M.G.L. Ch. 40, Sec. 58, in the Middlesex County Registry of Deeds, South District, until the fee is paid.

Section 3. Audible Alarm: All alarm systems that emit an audible signal shall be equipped with a device for limiting the length of the audible signal to ten (10) minutes. Any user of an alarm system that either does not have such a device or has a malfunction that allows the audible signal to continue for more than ten minutes shall be assessed a fee of $50.00. Failure to pay such fee within the prescribed time will result in either court action for violation of a Town By-Law, or the placement of a municipal charges lien on the real property pursuant to Mass. G.L. Ch. 40, Sec. 58 , in the Middlesex County Registry of Deeds, South District, until the fee is paid.

Section 4. Exemptions: All Federal, State and municipal buildings and property shall be exempt from the provisions of this By-Law";

or take any action relative thereto.

COMMENTS: This By-Law will assess fees/fines on homeowners who require attention from the Police Department for false alarms associated with their home security systems. The fines will be assessed after more than 3 false alarms have been recorded in a year. Currently more than 90% of the responses that the police department makes to alarms are found to be false. This is not the best use of our police force. It is discouraging to the officers who respond repeatedly to alarms of repeat offenders, some as often as once a day. We all know the story of the boy who cried "Wolf, Wolf".

RECOMMENDATION: The Finance Committee had insufficient information at the time of review of this Article and therefore defers a recommendation on this Article until Town Meeting.

QUANTUM OF VOTE: Majority - See Mass. Gen. Law Ch. 40, Sec. 21 and Ch. 40, Sec. 58.

ARTICLE 15. AMEND TOWN BY-LAWS - KENNEL REGULATIONS

Proposed by: Board of Selectmen

To see if the Town will vote to amend the By-Laws of the Town of Wayland, Art 7. B. Kennel Regulations, by deleting the existing Section 3 and adding a new Section 3 to read as follows:

"Section 3. The applicant for a kennel permit has first obtained a special permit from the Board of Appeals pursuant to Section V (d) 7. of the Zoning By-Laws of the Town of Wayland insofar as Section V (d) 7. of the Zoning By-Laws is applicable to the applicant's kennel.

and adding Section 4 to read as follows:

"Section 4. All kennels which were in existence on July 1, 1975 shall be deemed to have satisfied the provisions of Section 1 and Section 2 above until July 1, 1976."

or take any action relative thereto.

COMMENTS: This Article defines the administrative procedures required to obtain permits from the Zoning Board of Appeals and the Town Clerk, to operate a dog kennel.

RECOMMENDATION: The Finance Committee recommends approval of this Article.

QUANTUM OF VOTE: Majority - See Mass. Gen. Laws, Ch. 40, Sec. 21.

ARTICLE 16. TOWN MEETINGS, NOTICE THEREOF AND WARRANTS THEREFOR

Proposed by: Board of Selectmen

To see if the Town will vote to amend the By-Laws of the Town of Wayland Article 1. Town Meetings, Notice Thereof and Warrants Therefor by deleting the existing Section 2 and adding a new Section 2 to read as follows:

"Section 2. Service of the warrant for the annual town election and the annual town meeting, and for any special town meeting or special town election, shall be made by posting attested copies thereof at the Town Building, at the Public Library in Wayland Center, at the Cochituate Fire Station and at the Happy Hollow School not later than the time required under the Massachusetts General Laws for the giving of notice of such election or any such Town Meeting."

COMMENTS: This Article changes the Town By-Law regarding the posting and mailing of the Warrant for Town Meetings and elections. It adds a requirement for posting the Warrant for special Town elections in each of the four precincts in Town. Posting requirements were established in the 1989 Annual Town Meeting for annual and Special Town Meeting and annual Town elections. The posting requirement for special Town elections was inadvertently omitted. This change would make the posting requirements for special Town elections consistent with those for other Town meetings and elections.

The second change would eliminate the requirement to mail the Warrant to all households in Wayland. The Warrant would be available at the Town Office Building and would be sent to any citizen who requested a copy. This Article was submitted as a cost savings Article ($5,000) by the Board of Selectmen.

ARGUMENT OPPOSED: The elimination of the requirement to mail the Warrant to all households will significantly reduce the amount of information citizens will have about Town government. The Warrant would be available to all citizens, either mailed to them on request or in person at the Town Office Building. However, the savings would be eliminated if a large number of citizens request copies through the mail. The cost of individualized mailings is more expensive than the per capita cost of bulk mailing.

RECOMMENDATION: The Finance Committee does not recommend the second change. The Town Warrant and the Report of the Finance Committee represents a critically important information source for the voters. It provides background information on the issues to be addressed at Town Meeting and provides a summary of the arguments for and against each issue to be deliberated at Town Meeting. This Article will reduce the availability of information on Town business. At a time when the Town is facing critical limitations on its resources, the average citizen needs more information, not less, in order to make reasonable and informed judgments.

QUANTUM OF VOTE: Majority - See Mass. Gen. Laws, Ch. 40, Sec. 21.

ARTICLE 17. NON-CRIMINAL ENFORCEMENT

Proposed by: Board of Health

To see if the Town will vote to amend its General By-Laws, ARTICLE 20, PENALTY, by adding the following new paragraph after the first paragraph thereof:

"As an alternative to the foregoing penalty, violations of the following by-laws sections, codes, and rules and regulations, duly adopted by the Town or any of its Boards, committees or commissions, may be enforced in the manner provided in M.G.L. Ch. 40, Sec. 21D. For the purpose of this paragraph, the specific penalty which is to apply for violation of each such by-law, code, rule or regulation shall be as listed below and the municipal officers or employees whose titles are listed under each by-law, code, rule or regulation shall be deemed to be enforcing officers for each such provision.

1) Rules and Regulations of the Board of Health,
   Penalty $50.00 per violation.

   Enforcing Person: Director of Public Health";

or take any action relative thereto.

COMMENTS: This Article seeks a modification/addition to the Town's By-Laws. This addition will permit the Board of Health or other Town department, board, commission or committee to have the ability to enforce noncriminal offenses. Currently, most rules and regulations are enforced through criminal complaint procedures. This course of action is often slow, cumbersome and ineffective. There is some reluctance on the part of the Courts to issue complaints for health code violations and similar infractions not wishing to give the defendant a criminal record. The proposed noncriminal approach will provide a more rapid and effective method of enforcement by allowing for an immediate indication of the seriousness of the violation and imposition of the penalty without the adverse consequences of criminal enforcement.

ARGUMENTS IN FAVOR: Passage of this Article will give the Boards and Commissions of Wayland that are required to enforce rules and regulations a more effective way of doing so.

RECOMMENDATION: The Finance Committee had insufficient information at the time of review of this Article and therefore defers a recommendation on this Article until Town Meeting.

QUANTUM OF VOTE: Majority - See Mass Gen. Laws, Ch. 41, Sec. 21.

ARTICLE 18. ZONING BY-LAW AMENDMENT - ADDITION OF ASSOCIATE PLANNING BOARD MEMBER FOR SPECIAL PERMITS

Proposed by: Planning Board

To see if the Town will vote to amend the Zoning By-Laws by adding a new Section III D, entitled "ASSOCIATE PLANNING BOARD MEMBER FOR SPECIAL PERMITS", or take any action relative thereto.

PART 1 OF THIS ARTICLE: In the TABLE OF CONTENTS of the compiled Zoning By-Laws, insert after III C, Plans and Maps:

"III D. ASSOCIATE PLANNING BOARD MEMBER FOR SPECIAL PERMITS (page numbers to be adjusted and added).

PART 2 OF THIS ARTICLE: Add the following new Section III D:

"SECTION III D - ASSOCIATE PLANNING BOARD MEMBER FOR SPECIAL PERMITS

Pursuant to Chapter 239 of the Acts of 1989 amending Massachusetts General Laws, Chapter 40A, Section 9, wherever in these By-Laws the Planning Board is designated the 'Special Permit Granting Authority' (SPGA), said board shall, by proper vote and after proper posting, appoint one associate member if the board consists of five members, or two associate members if the board consists of more than five members. Said associate member(s) may be designated by the Chairman of the Planning Board to sit on the board for the purposes of acting on a special permit application, in the case of absence, inability to act, or conflict of interest, on the part of any member of the Planning Board or in the event of a vacancy on the board."

COMMENTS: The Commonwealth of Massachusetts now requires that an Associate Planning Board member be appointed whenever the Planning Board holds a hearing for the issuance of a Special Permit. In Wayland, The Zoning Board of Appeals usually holds all Special Permit hearings. However, in the event that the Planning Board does need to hold a Special Permit hearing, this Article will enable the Board to comply with state law.

RECOMMENDATION: The Finance Committee recommends approval of this Article.

QUANTUM OF VOTE: Two-thirds - See Mass. Gen. Laws, Ch. 40A, Sec. 5.

ARTICLE 19. ADD GENERAL BY-LAW - REQUIREMENT THAT WIRES AND ASSOCIATED OVERHEAD STRUCTURES BE PLACED UNDERGROUND

Proposed by: Planning Board

To see if the Town will vote to adopt the following By-Law pursuant to the Massachusetts General Laws, Chapter 166, Section 22C; or take any action relative thereto.

"Article 29. Underground Utilities

Section 1. No utility shall install or construct, except by way of replacement or upgrading of existing facilities, any poles and overhead wires and associated overhead structures, upon, along or across any public way within the parts of the Town listed in Section 2 herein. Any poles and overhead wires and associated overhead structures installed or constructed in violation of this By-Law shall be immediately removed by the utility responsible therefor.

Section 2. This By-Law applies to the following parts of the Town:

(a) Any new way within a new subdivision approved by the Planning Board.

(b) Any way in which the wires and utility facilities are underground as of the effective date of this By-Law.

Section 3. Any person who installs or constructs any poles and overhead wires and associated overhead structures which are in violation of Sections 1 and 2 herein shall be punished by a fine of not less than one thousand dollars ($1,000) and not more than five thousand dollars ($5,000).

Section 4. Any person who fails to remove immediately any poles and overhead wires and associated overhead structures which are in violation of Sections 1 and 2 herein shall be punished by a fine of not less than one thousand dollars ($1,000) and not more than five thousand dollars ($5,000) for each consecutive fifteen-day (15-day) period during which the failure continues.

Section 5. This By-Law implements Massachusetts General Laws, Chapter 166, Sections 22C and 22D and associated sections, and shall be construed in a manner consistent with these sections, and with the definitions in Section 22A of Chapter 166."

COMMENTS: This Article was inserted into the Warrant by the Planning Board to see if the Town will adopt a By-Law which would require utilities to install or construct all new wires and associated structures underground. In addition, all existing wires and associated structures that are currently underground must remain underground. This proposed By-Law does not affect any existing overhead wires or utility structures. Massachusetts General Laws Chapter 166 enables cities and towns to require all new wires and utilities to be underground. This proposed By-Law would serve to implement such legislation in Wayland.

ARGUMENTS IN FAVOR: Installing all new utility wires underground will (1) eliminate the safety hazard of poles at the side of the road, (2) give the Town better control of the roadway right of way, (3) improve the aesthetics, and (4) result in more reliable utility service to customers.

RECOMMENDATION: The Finance Committee recommends approval of this Article.

QUANTUM OF VOTE: Majority - See Mass. Gen. Laws, Ch. 40, Sec. 21 and Ch. 166, Sec. 22C.

ARTICLE 20. TRANSFER AND ABANDONMENT OF DRAINAGE EASEMENT ON FORMER DOW PROPERTY

Proposed by: Planning Board

To see if the Town will vote:

(a) To instruct the Board of Road Commissioners or the Board of Selectmen, as applicable, with the approval of Town Counsel as to form, to convey, transfer, release, abandon and otherwise dispose of to the Board of Selectmen certain drainage easement, or part thereof, granted pursuant to that certain Deed from the Dow Chemical Company, a Delaware corporation, as Grantor, to the Town of Wayland, a municipal corporation of Middlesex County, Massachusetts, as Grantee, recorded with the Middlesex South Register of Deeds in Book 12060, Page 316, and filed for registration with the Middlesex South Registry District of the Land Court as Document No. 488925, said drainage easement shown and identified on a certain plan entitled "Plan of Land in Wayland, Mass. Showing Easement to be conveyed to the Town of Wayland for Drainage Purposes," dated May 28, 1965, prepared by Schofield Brothers, and recorded with the Middlesex South Register of Deeds in Book 12067, Page End; and

(b) To authorize the Board of Selectmen, with the approval of Town Counsel as to form, to sell, to convey, release, abandon and dispose of to Stephen R. Karp and Steven S. Fischman, as Trustees of NED Wayland Realty Trust under Declaration of Trust dated as of December 1, 1988 and recorded with the Middlesex South Registry District of the Land Court as Document No. 794470, for nominal consideration, said drainage easement referenced above.

or take any action relative thereto.

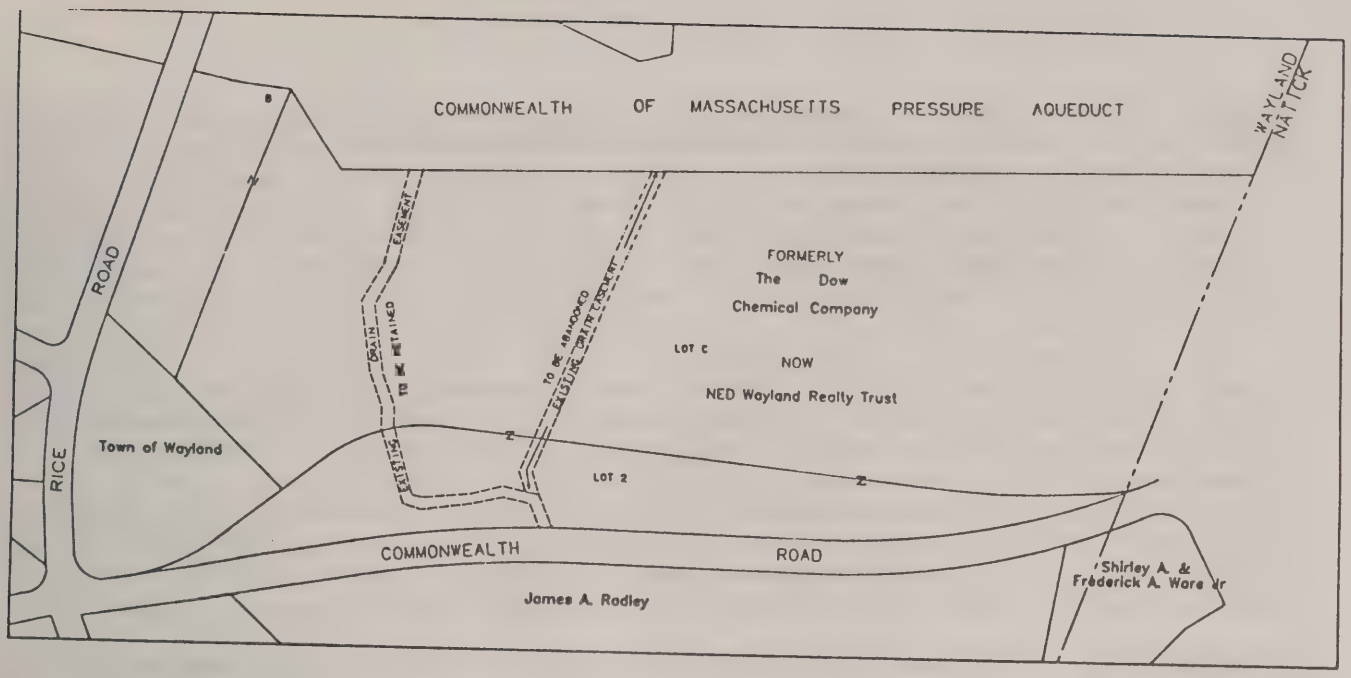
COMMENTS: The Town has a drainage easement across the former Dow property. Such easement was granted in 1965. The Town Surveyor has determined that a part of the easement area has not been used by the Town for drainage or other purposes, and sees no need for the Town to use such easement area in the future. In summary, there appears to be no purpose or need for the Town to retain the total drain easement. Furthermore, the current owner of the property plans to develop the site, and the easement could be considered as a cloud on the title of the property.

ARGUMENTS IN FAVOR: There is no need for the Town to retain the easement, and the proper development of the site should provide a tax benefit to the Town.

RECOMMENDATION: The Finance Committee recommends approval of this Article.

QUANTUM OF VOTE: (a) Two-thirds. See Mass. G.L. Ch. 40, Sec. 15.

(b) Majority. See Mass. G.L. Ch. 40, Sec. 3.



ARTICLE 21. AMEND AND EXTEND RESTRICTIONS ON DOW PROPERTY

Proposed by: Board of Appeals

To see if the Town will vote (1) to authorize the Board of Selectmen, with the approval of Town Counsel as to form, to enter into an agreement on behalf of the Town of Wayland amending the restrictions imposed on the land conveyed to the Dow Chemical Company by deed of Trustees of Walnut Hill Farm Trust dated October 15, 1962, recorded Middlesex South Registry of Deeds Book 10146, Page 486, by deleting Paragraph 5 (b) and substituting in place thereof the following:

(b) The height of any such building will not exceed the greater of the following:

(i) The roof line of any such building will not exceed 16 feet above the highest point of the natural terrain within the foundation line; consistent with this limitation exposed basements are permitted; or (ii) the eave line of any such building will not exceed 10-1/2 feet above the highest point of the natural terrain within the foundation line, and the roof line of so-called hip-roofs and gables extending above the eave line will not exceed 19-1/2 feet above the highest point of the natural terrain within the foundation line; consistent with this limitation exposed basements are permitted.

and, (2) to authorize the Board of Selectmen, with the approval of Town Counsel as to form, to enter into an agreement on behalf of the Town of Wayland extending said restrictions for a period of thirty years from October 15, 1992.

COMMENTS: This Article was inserted into the Warrant by the Zoning Board of Appeals to see if the Town will authorize the Board of Selectmen to amend and extend certain restrictions on the former Dow property located on Route 30. When Dow built its laboratory in 1962, certain height and related restrictions were imposed on the property. The basic height restriction is that the roof line shall not exceed 16 feet above the highest point of the natural terrain. The existing restrictions will, under state law, expire at the end of 30 years in 1992.

Dow has sold the property to New England Development Wayland Realty Trust. The new owners have applied to the ZBA for site plan approval and a special permit to use the property for offices and to add two buildings. The proposed new buildings may exceed the existing height restrictions. Due to the fact that these restrictions will expire in 1992, the new owners are willing to extend the restrictions for another 30 years, but only if they are amended as stated in the proposed paragraph (b)(ii) above. The proposed new buildings would conform to the amended restrictions.

RECOMMENDATION: The Finance Committee recommends this Article subject to the approval of all affected Boards.

ARGUMENTS OPPOSED: The project is too intense a use of the property, creating additional traffic and environmental problems. All efforts should be made to downscale the size of the project.

ARGUMENTS IN FAVOR: This proposal will maximize the amount of open space preserved. Without this change, the new buildings will be lower but will utilize more open space. The project will increase the tax base without a strain on town services.

QUANTUM OF VOTE: Majority.

ARTICLE 22. AMEND ZONING BY-LAW TO PROTECT STRUCTURES IN EXISTENCE JANUARY 1, 1947

Proposed by: Board of Appeals

To see if the Town will vote to amend the Zoning By-Law by adding to Section IV, after paragraph H, the following new paragraph:

"I. A structure or use existing on January 1, 1947 shall be conclusively presumed to have been in existence before the first publication of notice of the public hearing on the original enactment of this Zoning By-Law."

COMMENTS: This proposed amendment to the Zoning By-Laws will grandfather all structures and uses which were in existence on January 1, 1947. Currently, all structures and uses in existence prior to the adoption of the Zoning By-Laws in 1934 are grandfathered. However, the Town records do not show what existed at that time. In fact, the first Town Atlas was made in 1946 and there are no detailed assessors' records prior to 1947. It is therefore very difficult to validate any structures or uses illegally created between 1934 and 1947. Furthermore, if there are any such illegal structures or uses, they have existed unchallenged for over 42 years and under state law they cannot be terminated. This proposed amendment will validate any and all structures and uses created between 1934 and 1947, and will give the Town a clear record and baseline of data.

ARGUMENTS IN FAVOR: It is important for the proper operation of the Town that a clear record of uses and structures exist. In any event, due to the fact that any nonconforming uses and structures prior to 1947 have gone unchallenged, they are already effectively grandfathered under state law.

RECOMMENDATION: The Finance Committee recommends approval of this Article.

QUANTUM OF VOTE: Two-thirds - See Mass. Gen. Laws, Ch. 40A, Sec. 5.

ARTICLE 23. MUNICIPAL LAND TRANSFERS FOR HOUSING

Proposed by: Board of Selectmen

To see if the Town will vote to accept the provisions of Chapter 235 of the Acts of 1989 allowing the Town to transfer municipal land for the purpose of constructing low- and moderate-income housing by a majority vote of a Town Meeting; or take any action relative thereto.

RECOMMENDATION: The Finance Committee had insufficient information at the time the Warrant went to the printer and therefore will make its recommendation at Town Meeting.

QUANTUM OF VOTE: Majority - See Chapter 235 of the Acts of 1989.

ARTICLE 24. DISPOSAL OF SURPLUS PROPERTY

Proposed by: Board of Selectmen

To see if the Town will vote to amend its General By-Laws by striking therefrom ARTICLE 17. DISPOSAL OF SURPLUS PROPERTY in its entirety and placing in its stead the following new Article 17:

"ARTICLE 17. DISPOSAL OF SURPLUS PROPERTY

Section 1. Any town Board, committee, commission, council, officer or department head may dispose of surplus property within their control and custody in accordance with the procedures for disposal of surplus property established in Massachusetts General Laws Chapter 30B.

Section 2. Prior to disposing of any surplus property valued at less than $1,500, the designated procurement officer for a town Board, committee, commission, council, officer or department shall first obtain approval from the Board of Selectmen and the Finance Committee.

Section 3. Prior to disposing of any surplus property valued at more than $1,500, the designated procurement officer for a town Board, committee, commission, council, officer or department shall first obtain approval from Town Meeting. In an emergency or unforeseen circumstance, however, Board of Selectmen and Finance Committee approval may substitute for Town Meeting approval.

or take any action relative thereto.

COMMENTS: This Article adjusts the limit from $200 to $1500 for personal property disposal with approval of the Selectmen and the Finance Committee.

RECOMMENDATION: The Finance Committee recommends approval of this Article.

QUANTUM OF VOTE: Majority - See Mass. Gen. Laws, Ch. 40, Sec. 21.

ARTICLE 25. CONVEY TAX TITLE LAND TO CARPENTER

Proposed by: Board of Selectmen

To see if the Town will vote:

(a) to instruct the Town Treasurer/Collector and the Board of Selectmen, as applicable, with the approval of Town Counsel as to form, to transfer, convey, release, abandon or otherwise dispose of to the Board of Selectmen a parcel of land located off East Commonwealth Road, described as follows:

A triangular parcel of land bounded as follows:

On the North by lands of Stephan A. Wald and Susan J. Wald, and Richard A. Cagney, Jr. and Karen R. Cagney, said lands being Lots 7 and 8 as shown on a plan entitled "Subdivision of Land in Wayland, Mass. Owned by: Elmer W. Irving" dated January 14, 1955 by MacCarthy Engineering Service, Inc., and recorded as Plan 788 of 1955 in Book 8461 page 187 at the Middlesex Registry of Deeds, South District, Cambridge, Mass.;

On the East by land of Ethel T. Carpenter as described in deed in Book 5462 page 593; and

On the South by land of Ethel T. Carpenter as described in deed in Book 10814 page 83; and

On the West by land of Mel's Plaza Corporation as described in deed in Book 18936 page 395;

containing 5,400 square feet more or less;

for the purpose of conveying such parcel of land to Ethel T. Carpenter for a sum of money; and

(b) to authorize the Board of Selectmen, with the approval of Town Counsel as to form, to sell, convey and dispose of to Ethel T. Carpenter the above described parcel of land located on East Commonwealth Road for a sum of money;

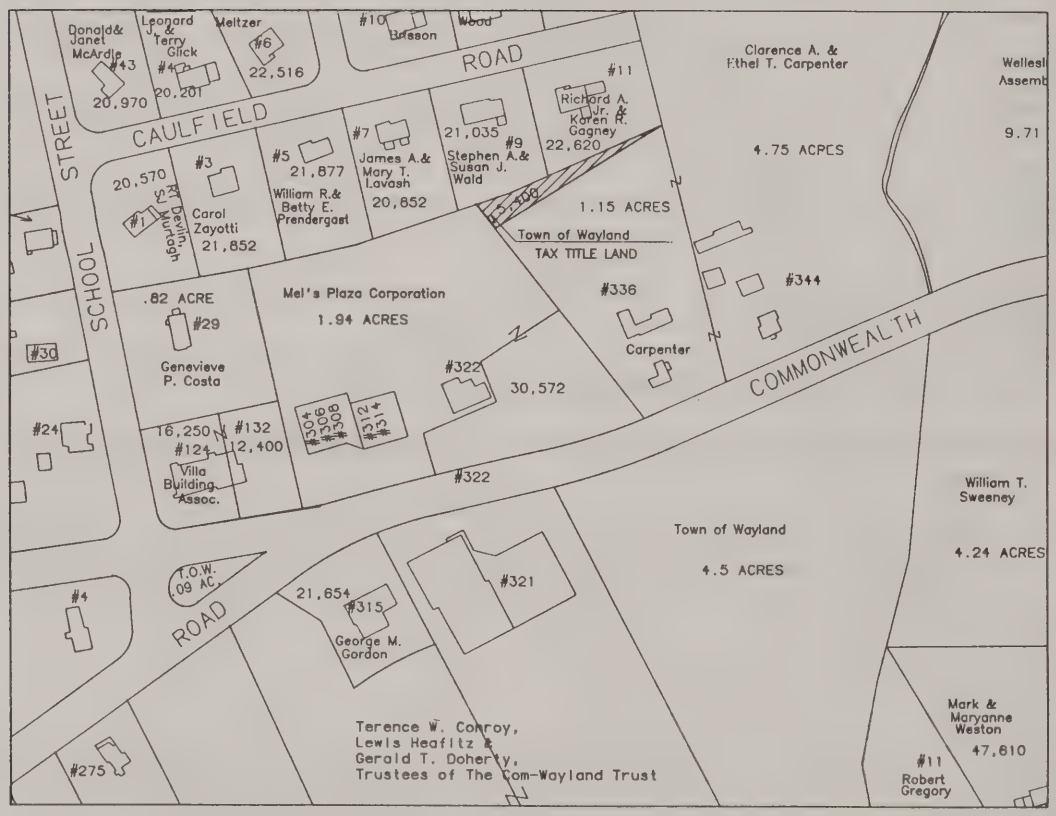
or take any action relative thereto.

COMMENTS: The parcel of land in question consists of approximately 5,400 square feet and has no frontage. It is adjacent to the property currently owned by Ethel Carpenter. The Town had originally acquired the parcel by a tax title procedure for non-payment of taxes by a prior owner. Carpenter seeks to purchase the parcel for an amount equal to the amount of outstanding taxes and interest due to the Town.

ARGUMENTS IN FAVOR: The land has limited value because it has no frontage. The Town has no use for the land and will benefit financially from the sale. Another interested buyer is highly unlikely.

RECOMMENDATION: The Finance Committee recommends approval of this Article.

QUANTUM OF VOTE: (a) Two-thirds - See Mass. Gen. Laws, Ch. 40, Sec. 15A
(b) Majority - See Mass. Gen. Laws, Ch. 40, Sec. 3.



ARTICLE 26. ACCEPT GIFTS

Proposed by: Board of Selectmen

To see if the Town will vote to accept the fee or any lesser interest in property which has tendered to it as a gift, bequest, devise or otherwise, to be held in the care and custody of the Board of Road Commissioners, including any or all of the property more fully described below; or take any other action relative thereto:

1. Drainage easements from Elizabeth Thayer and James J. & Kathleen M. Wood, shown on a plan entitled "PLAN OF LAND IN WAYLAND, MASS. SHOWING EASEMENT AREA FOR DRAINAGE PURPOSES OFF PURITAN PATH", dated March 1, 1989 by the Wayland Town Surveyor's Office and described in drainage easements recorded at the Middlesex Registry of Deeds in Cambridge, MA as documents 455, 456, and 457 of September 12, 1989;

2. A drainage easement from David E. and Jane H. Parsons described in a drainage easement and shown on a plan entitled "PLAN OF LAND IN WAYLAND, MASS. SHOWING PROPOSED DRAINAGE EASEMENT AT THE END OF EDEN ROAD", dated June 12, 1989 by the Wayland Town Surveyor's Office, and recorded at the Middlesex Registry of Deeds in Cambridge, MA as documents 451 and 452 of September 12, 1989;

3. A drainage easement from Frederick P. and Elaine B. King, shown on a plan entitled "Drainage Easement in Wayland, Massachusetts" by Rizzo Associates, Northeast Survey, Inc., dated January 4, 1990, on file with the Town Clerk;

4. A drainage easement from Martin M. Hale, shown on a plan entitled "Plan of 25' Wide Drainage Easement in Middlesex County, Wayland, Massachusetts" dated November 28, 1989 by Rizzo Associates, on file with the Town Clerk;

5. A drainage easement from Barry S. and Alice Glassman shown on a plan entitled "Plan of 25' Wide Drainage Easement in Middlesex County, Wayland, Massachusetts" dated December 6, 1989 by Rizzo Associates, Inc., on file with the Town Clerk;

6. A drainage easement from Michael J. Dexter-Smith, as shown on a plan entitled "Plan of 25' Wide Drainage Easement in Middlesex County, Wayland, Massachusetts" dated March 14, 1990 by Rizzo Associates, Inc., on file with the Town Clerk;

7. A drainage easement from Broomstones, Inc., as shown on a plan entitled "Plan of 25' Wide Drainage Easement in Middlesex County, Wayland, Massachusetts" dated November 28, 1989 by Rizzo Associates, Inc., on file with the Town Clerk;

8. A drainage easement from Thomas J. and Janice A. Vocatura, as shown on a plan entitled "Plan of 25' Wide Drainage Easement in Middlesex County, Wayland, Massachusetts" dated November 7, 1989 by Rizzo Associates, Inc., on file with the Town Clerk;

9. A drainage easement from Harvey W. and Susan G. Allen, as shown on a plan entitled "Plan of 25' Wide Drainage Easement in Middlesex County, Wayland, Massachusetts" dated November 7, 1989 by Rizzo Associates, Inc., on file with the Town Clerk;

10. A drainage easement from John F. and Marjorie Devlin, as shown on a plan entitled "Plan of 25' Wide Drainage Easement in Middlesex County, Wayland, Massachusetts" dated November 27, 1989 by Rizzo Associates, Inc., on file with the Town Clerk;

11. A drainage easement from Armand J. Thiboutot, Jr., and Patricia Thiboutot, as shown on a plan entitled "Plan of 25' Wide Drainage Easement in Middlesex County, Wayland, Massachusetts" dated November 27, 1989 by Rizzo Associates, Inc., on file with the Town Clerk;

12. An easement for roadway purposes from Jules L. and Judy I. Dienstag, as shown on a plan entitled "Compiled Plan of Land in Wayland, Massachusetts showing an Easement for Highway Purposes" dated November 17, 1989 by the Wayland Town Surveyor's Office, on record with the Town Clerk;

13. Two parcels of land containing approximately .09 acres, adjacent to Pine Ridge Road for roadway purposes from the Commonwealth of Massachusetts as shown on a plan entitled "Metropolitan Water District Supply Commission, Pressure Aqueduct Section 5, Plan No. P-38 of Land Taking Under Chapter 460, As Amended by Chapter 501, Acts of 1938", on record with the Town Clerk; and

14. A drainage easement from George J. and Nancy H. Evans as shown on a plan entitled "Plan of 20' Wide Drainage Easement in Middlesex County, Wayland, Massachusetts" dated November 7, 1989, revised March 20, 1990, by Rizzo Associates, Inc., on file with the Town Clerk;

or take any action relative thereto.

RECOMMENDATION: The Finance Committee recommends approval of this Article.

QUANTUM OF VOTE: Two-thirds - See Mass. Gen. Laws, Ch. 40, Sec. 14.

ARTICLE 27. TRANSFER AND ABANDONMENT OF DRAINAGE EASEMENT TO EVANS

Proposed by: Board of Selectmen

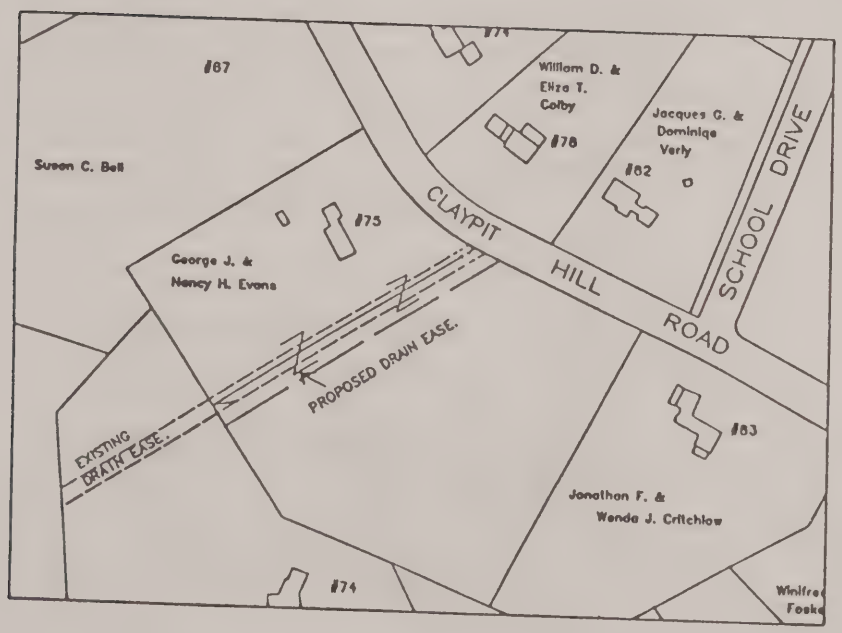
To see if the Town will vote:

(a) to instruct the Board of Road Commissioners or the Board of Selectmen, as applicable, with the approval of Town Counsel as to form, to convey, transfer, release, abandon or otherwise dispose of to the Board of Selectmen a portion of a drainage easement off Claypit Hill Road encumbering the property of George J. Evans, Jr. and Nancy H. Evans, formerly Naylor and Pushee, as shown on a plan entitled "Plan of Land in Wayland, Mass. showing a prior easement across the property N. or F. Naylor, N. or F. Pushee and N. or F. Veno" dated December 10, 1957 by Everett Brooks Co.; and

(b) to authorize the Board of Selectmen, with the approval of Town Counsel as to form, to sell, convey, release, abandon and dispose of to George J. Evans, Jr., and Nancy H. Evans, for nominal consideration, a portion of the drainage easement described above.

RECOMMENDATION: The Finance Committee recommends approval of this Article.

QUANTUM OF VOTE: (a) Two-thirds - See Mass. Gen. Laws, Ch. 40, Sec. 15.
(b) Majority - See Mass. Gen. Laws, Ch. 40, Sec. 3.



ARTICLE 28. ACQUIRE DRAINAGE EASEMENT ON RICE ROAD

Proposed by: Road Construction Committee

To see if the Town will vote to authorize the Board of Selectmen to acquire by purchase, eminent domain, gift or otherwise, for drainage and roadway purposes, to be held in the care and custody of the Board of Road Commissioners, the fee or any lesser interest in a parcel of land shown on plan entitled "Plan of 25' Wide Drainage Easement in Middlesex County, Wayland, Massachusetts" dated November 28, 1989 by Rizzo Associates, Inc., on file with the Town Clerk; to appropriate a sum of money to compensate the owners of said parcel of land; and to determine whether such money shall be provided for by taxation, by transfer from unappropriated funds, by transfer of funds already appropriated for another purpose, by funds received as grants from the Commonwealth or Federal Government, by borrowing under authority of Chapter 44 of the General Laws of the Commonwealth; or take any other action relative thereto.

RECOMMENDATION: The Finance Committee recommends approval of this Article.

QUANTUM OF VOTE: Majority; however, a two-thirds vote is required if money is expended or the Town's eminent domain powers are exercised - See Mass. G.L. Ch. 40, Sec. 14. Also, a two-thirds vote is required for borrowing - See Mass. G.L. Ch. 44, Sec. 7.

ARTICLE 29. MODIFY RICE ROAD ACCESS EASEMENT

Proposed by: Conservation Commission

To see if the Town will vote:

(a) to instruct the Conservation Commission, Board of Water Commissioners, or the Board of Selectmen, as applicable, with the approval of Town Counsel as to form, to convey, transfer, release, abandon and otherwise dispose of to the Board of Selectmen, a certain right of way granted to the Town of Wayland by George A. Rice in a deed recorded in the Middlesex County Registry of Deeds, South District, in Book 1493, Pages 134-135, and shown on Land Court Plan Number 16033A, for the purpose of abandoning, releasing or conveying said right of way to Gerardo N. Tempesta and Stanley F. and Helen C. Wojtasik in consideration for a modified access easement from Gerardo N. Tempesta and Stanley F. and Helen C. Wojtasik and a drainage easement from Gerardo N. Tempesta;

(b) to authorize the Board of Selectmen, with the approval of Town Counsel as to form, to sell, convey and dispose of to Gerardo N. Tempesta and Stanley F. and Helen C. Wojtasik, in consideration for a modified access easement from Gerardo N. Tempesta and Stanley F. and Helen C. Wojtasik, and a drainage easement from Gerardo N. Tempesta, which are shown on Land Court Plan Number 16033A and on a plan entitled "Plan of 25' Wide Drainage Easement in Middlesex County, Wayland, Massachusetts" dated November 28, 1989 by Rizzo Associates, Inc., respectively, on file with the Town Clerk; and

(c) to see if the Town will vote to authorize the Board of Selectmen to acquire by purchase, eminent domain, gift, or otherwise for access purposes, the fee or any lesser interest in a parcel of land shown on Land Court Plan Number 16033A and also shown on a plan recorded in the Middlesex County Registry of Deeds, South District, in Book 9105, Page 111, to appropriate a sum of money to compensate the owners of said parcel of land; and to determine whether such money shall be provided for by taxation, by transfer from unappropriated funds, by transfer of funds already appropriated for another purpose, by funds received as grants from the Commonwealth or Federal Government, by borrowing under authority of Chapter 44 of the General Laws of the Commonwealth; or take any other action relative thereto.

RECOMMENDATION: The Finance Committee recommends approval of this Article.

QUANTUM OF VOTE: (a) Two-thirds - See Mass. G.L. Ch. 40, Sec. 15A.

(b) Majority - See Mass. G.L. Ch. 40, Sec. 3.

(c) Majority; however, a two-thirds vote is required if money is expended or the Town's eminent domain powers are exercised - See Mass. G.L. Ch. 40,, Sec. 14. Also, a two-thirds vote is required for borrowing - See Mass. G.L. Ch. 44, Sec. 7.

ARTICLE 30. SELL OR TRADE VEHICLES AND EQUIPMENT

Proposed by: Board of Selectmen

To see if the Town will vote to authorize the Selectmen to sell or otherwise dispose of certain vehicles, equipment, or other personal property in connection with the purchase of new vehicles, equipment, or otherwise; or take any action relative thereto.

COMMENTS: Authorization by a vote of the Town is necessary in order to sell, trade, or otherwise dispose of Town property valued at $200 or more. The following items are scheduled for disposal in FY 91.

POLICE DEPARTMENT

Four of the five motor vehicles listed below will be traded or sold in July 1990 after an evaluation by the Department mechanic:

One (1) 1984 Ford LTD, 4-door Sedan
One (1) 1985 Ford LTD, 4-door Sedan
Two (2) 1988 Ford LTD, 4-door Sedans
One (1) 1989 Ford LTD, 4-door Sedan

Funds for the purchase of new equipment for which the items listed above will be traded or sold are provided in the budget of the Police Department.

WATER DEPARTMENT

One (1) 1976 1-1/2 ton Dump Truck
One (1) 1983 Chevrolet Pick-Up Truck

BUILDING DEPARTMENT

One (1) 1986 Ford LTD Sedan

RECOMMENDATION: The Finance Committee recommends approval of this Article.

QUANTUM OF VOTE: Majority.

ARTICLE 31. AUTHORIZE TREASURER TO BORROW

Proposed by: Board of Selectmen Estimated Cost: $10,000

To see if the Town will authorize the Treasurer, with the approval of the Selectmen, to borrow monies from time to time in anticipation of the revenue of the fiscal year beginning July 1, 1990 in accordance with the provisions of G.L. Chapter 44, Section 4, and Chapter 849 of the Acts of 1969, both as amended, and to issue a note or notes therefor, payable within one year, and to renew any note or notes that may be given for a period of less than one year in accord with the provisions of G.L. Chapter 44, Section 17, as amended; or take any action relative thereto.

COMMENTS: This Article provides for short-term borrowing in case of need, pending collection of real estate taxes.

RECOMMENDATION: The Finance Committee recommends approval of the Article.

QUANTUM OF VOTE: Majority - See Mass. Gen. Laws, Ch. 44, Sec. 4.

ARTICLE 32. TRANSFER OF FUNDS

Proposed by: Board of Selectmen Estimated Cost: $120,000

To see what sum, if any, the Town will transfer from available funds to meet any of the appropriations made under the foregoing Articles or any assessments levied by the Commonwealth of Massachusetts or Middlesex County; or take any action relative thereto.

COMMENTS: This Article will transfer $120,000 from Pension Reserve Fund to General Fund to pay a portion of the County Retirement Assessment.

RECOMMENDATION: The Finance Committee recommends approval of the Article.

QUANTUM OF VOTE: Majority. See Mass. G.L. Ch. 44, Sect. 33B.

ARTICLE 33. EARTH DAY CELEBRATION, 1990

Proposed by: Conservation Commission on behalf of the Celebration Committee Earth Day 1990

We, the citizens of the Town of Wayland in the Commonwealth of Massachusetts, assembled at the 1990 Annual Town Meeting, urge our fellow citizens, our local, state, and federal officials, and our legislative bodies to work for the protection of our natural environment as follows:

- By helping to institute measures to preserve and protect our air, water, soil and other natural resources;

- By initiating programs to facilitate recycling of waste materials, reduction of waste generation, and mitigation of hazardous waste problems;

- By seeking to develop local, national, and international controls to minimize destruction of the planet's resources and endangered plant and animal species by overdevelopment, overpopulation, and destructive technologies;

- By seeking the protection of all parks, preserves, conservation areas, the arctic, the antarctic, the oceans, the forests, and the yet undeveloped remote regions of the globe.

COMMENTS: This Article speaks for itself.

RECOMMENDATION: The Finance Committee recommends approval of this Article.

QUANTUM OF VOTE: Majority.

* * * * * * * * * *

You are required to serve this Warrant by posting copies thereof, attested by you, at the Town Building, at the public library in Wayland Center, at the Cochituate Fire Station, and at the Happy Hollow School, and by mailing or delivering a copy thereof addressed to each residence in the Town, fourteen days, at least, before the time appointed for such meeting.

Hereof, fail not and deliver this Warrant with your return thereon to the Town Clerk on or before April 10, 1990.

Given under our hands and seals this 9th day of April, 1990.

Lewis S. Russell, Chairman
Marcia P. Crowley
Dorothy M. Harrington
George H. Harris
Randy Hoes

Selectmen of the
Town of Wayland

Robert West, Chairman
James F. Barrett
Sema Faigen
Christopher Lynch
Walter F. Pope
Michael Tichnor
Donald Tucker

Finance Committee

TOWN OF WAYLAND
Board of Selectmen
41 COCHITUATE ROAD
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POSTAL PATRON

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